

NoWAL Summary of Activity 2018

The purpose of this report is to provide a summary of the activities of NoWAL in 2018 for presentation at the AGM, for the current and future NoWAL Board and the SCONUL Executive Board. A version of the summary (with financial data removed) will be available on the [NoWAL website](#).

1. NoWAL Governance

NoWAL is a regional subgroup of SCONUL based in the North West, and uses its close geographical proximity to enhance its outstanding reputation for knowledge exchange, staff development and training; benefitting all staff and students by providing access to specialist skills and sharing expertise and best practice.

NoWAL's mission is:

- To inspire excellence in the learning, teaching and research services of member libraries, supporting their strategic aims
- To celebrate success through collaboration, innovation, influence and partnership.

➤ **NoWAL Officers and Organisation**

Sandra Bracegirdle (University of Manchester) stepped down as Chair at the AGM after three years in the role; Susan Murray (Liverpool Hope University) took over as Chair from June, with Julia Martin (Liverpool School of Tropical Medicine) taking on the role of Vice Chair. Sandra agreed to remain on the Operations Group for a further year for continuity and advice and during the year took on the Procurement Lead role.

Julie Hitchen (University of Central Lancashire) continued to provide financial support in the Treasurer role; Heather Thrift (Liverpool John Moores University) led the Training & Development Group; and Ruth Jenkins (Manchester Metropolitan University) provided a link with the Northern Collaboration. David Clay (University of Salford) stepped down from the Operations Group, instead providing ad hoc hosting advice as and when required.

The Officers met three times in 2018 as the NoWAL Operations Group (also with Nicky Freeman, Operations Officer, ex officio) to oversee NoWAL activities, manage the progression of the NoWAL Plan 2016-2019 and set the agenda for the Board meetings and AGM.

In 2018, NoWAL consolidated its position as a sub-group of SCONUL, with SCONUL continuing to provide administrative and financial support to NoWAL. A new Memorandum of Understanding was drafted, agreed and signed by NoWAL and SCONUL.

The NoWAL Board met in February, June and October with a varied agenda designed to ensure that members were up to speed on progress and activities within the consortium. The afternoon themed discussions at the meetings were attended by external speakers, looking at key issues facing the sector – Alison Baud of Bath Spa University facilitated a session on leadership and succession planning; Diana Massam & Shirley Cousins of JISC provided an overview of the National Bibliographic Knowledgebase; and Ruth Stubbings of SCONUL discussed current and potential changes at SCONUL, including the development of the SCONUL strategy.

NoWAL extends its thanks to the University of Salford Library for continued hosting of the NoWAL Operations Officer during this time.

2. Achievements and Performance

During 2018, NoWAL continued to work to progress the NoWAL Plan 2016-2019 with activities focussed on the three strands:

- Knowledge Exchange and Sharing
- Service and Workforce Development and Planning
- Training and Development

A key strategic initiative has been the continued development and success of the Training & Development programme, led by Heather Thrift and supported by the NoWAL Operations Officer. The year's activity has also underlined the consortium's strong commitment to collaboration and partnership, seen in its exchange of experience events and four 'expert events' paid for from the NoWAL Training & Development budget (see the Training & Development Report below).

During the year, four Communities of Practice (CoP) were developed, assisting staff to come together several times a year to discuss key topics and share experiences within their own field of expertise:

- Academic Skills
- Buildings & Space Management
- Copyright
- Technology

At the end of the year, NoWAL produced its [Annual Review 2018](#), outlining its key activities over the year and celebrating the achievements of the 14 member institutions and of the special interest groups, communities of practice and functional groups.

3. NoWAL Special Interest and Functional Group Reports

➤ NoWAL Training & Development Group

NoWAL operated a comprehensive Training & Development programme during 2018, including 14 Exchange of Experience events, 1 TeachMeet, 3 visits to special interest libraries in NoWAL locations and 4 'expert events', the latter making use of NoWAL funds for the benefit of its members. All of the events were well-received and well-attended by attendees and provided additional value to member libraries, the expert events in particular.

For the May event on Systematic Reviews, NoWAL partnered with LIHNN NW (Library and Information Health Network North West) on organisation and delivery, and shared on costs and number of attendees. This partnership approach proved successful and NoWAL will look to partner further with external organisations for future expert events.

For the full list of Training & Development events, please see appendix 1 below.

➤ NoWAL Procurement Group Report

During 2018 both Regina O'Brien and Colette Capewell left their roles in the Procurement Group. Elizabeth Gillespie (Liverpool) became the Chair and Serials Co-ordinator, Fiona McClean (Chester) became the Monographs Co-ordinator, and two new members joined the group, Sarah Taylor of University of Salford, and James Stephens of University of Cumbria.

Monographs: NoWAL member institutions were supported by SUPC arranged 'Books Agreement Webinars: Call-Off Options and Process' in January and February 2018. NoWAL was represented at the Inter-regional book review meetings with suppliers in March, with a further supplier review meeting in October. A key discussion point has been supplier preservation of e-book content/access to archives; this has been discussed by SUPC with SCOUNL and JISC Collections as a sector wide concern.

Serials: The regional Serials, Periodicals and Associated Services Framework Agreement was extended by one year to 30st April 2019. During 2018 the move to a new National Serials Framework Agreement to cover England and Wales was begun. This is planned to commence 1st May 2019, with the scope remaining the same as for the existing regional agreements it will replace. The Tender Working Group (including a NoWAL representative) has consulted on the Tender Strategy, Agreement Specification, Call of Terms and Conditions, and Evaluation Questions. A key discussion point has been the impact of 'big deals' moving away from subscription agents.

➤ **NoWAL Research Group Report**

Mary Pickstone stood down as Chair of the Group and was replaced by Lucy May (Manchester) and Judith Carr (Liverpool) as Chair and Vice Chair respectively. On 18th July, the Group met, tasked with setting up and agreeing the terms of reference, deciding on the Group's priorities and themes for the coming year and what support and training should be organised to support this.

In January 2018, LJMU hosted 'Research Support: Navigating the Metric Maze'. This full-day Exchange of Experience saw staff from Edge Hill, LSTM and Manchester sharing their experiences of using metrics, followed by an afternoon of roundtable and facilitated discussions. In November 2018, the Group organised an 'OA & REF-Ready' event providing an opportunity for staff to hear what preparations are being made at member institutions (there were presentations from LJMU and Lancaster), as well as from Research England, and an opportunity for small- and full-group discussions. Both events received great feedback, not least for their enabling of discussion, networking and sharing.

➤ **NoWAL Academic Librarians' Group Report**

Julie Hitchen and Julie Brand (UCLan) stood down as joint Chairs of the Group and were replaced by Olwen Pennington and Sheila Murphy (Edge Hill). The Group met in June and December 2018, rotating the meetings round the member libraries, with UCLan and Edge Hill hosting. The meetings provided a varied agenda looking at supporting the TEF; the different academic engagement structures within institutions; handling student appointments; and sharing good news stories. Staff in attendance have cited the opportunity to discuss pertinent issues with peers from across the region as a key benefit of the meetings and of the group in general.

The Group held an Exchange of Experience and Workshop on Academic Engagement at UCLan in June 2018. The event attracted a large audience from across NoWAL and saw presentations from LJMU, Manchester Met, Liverpool and Salford, on a range of engagement methods, as well as opportunities for group discussions. The feedback received from the event was very positive and there was enthusiasm for further similar events to be held in the Training & Development programme in future years.

➤ **NoWAL Senior Staff Group (SSG) Report**

The Senior Staff Group met twice in 2018, agreeing in the October meeting to extend this to three times from 2019. It was also agreed at the meeting to continue with a 'roving chair', to be reviewed annually. The Group continued to be an invaluable way for senior staff to share knowledge and experience across a range of key areas in service development. Staff from the SSG were invited to

attend the session on leadership and succession planning facilitated by Alison Baud of Bath Spa University.

Themed discussions in the meetings over the year looked at student behaviour and noise issues; how to be innovative; leadership in times of change; food & drink policies; and GDPR, all of which led to a productive sharing of knowledge and experiences.

Thanks

Thanks are extended to the outgoing Chairs of the Special Interest and Functional Groups for all their contributions to the work of NoWAL over the past few years.

4. NoWAL Financial Review

Financial Report December 2018			
Income & Expenditure v Budget			
	Annual	Year to Date	Variance
	Budget	Actual	from Annual Budget
INCOME			
1) Subscriptions	38,340.00	38,340.00	£0.00
2) Training programmes			
TOTAL INCOME		£38,340.00	
EXPENDITURE			
3) Staff costs			
Salary	28,476.00	£27,067.62	£1,408.38
Hosting	6,300.00	£7,835.80	-£1,535.80
Expenses	1,000.00	£1,023.05	-£23.05
Sub-total	35,776.00	£35,926.47	-£150.47
4) Operational expenses			
SCONUL/legal fees	1,076.02	£1,076.02	£0.00
Administrative expenses	2,500.00	£1,528.75	£971.25
Hospitality/Catering	800.00	£1,395.02	-£595.02
Training & Development	4,500.00	4,785.25	-£285.25
Sub-total	8,876.02	£8,785.04	£90.98
TOTAL EXPENDITURE		£44,711.51	
Balance Year to Date net Inc / Exp			-£6,312.02
Balance at end of 2017			£55,287.00
Surplus /deficit			£48,974.98
Total reserves brought forward	£48,974.98		
Less: Agreed contingency 6 months staffing & FEC	£17,250.00		
Less: Legal costs (tbc from SCONUL)	0		
Less: 2018 rebate	10000		
Free reserves	£21,724.98		

Subscriptions

The recommendation from the NoWAL Operations Group was to maintain subscriptions at their current rates for 2019, with a review of Jisc banding in time for 2020 subscriptions.

5. Appendix 1

2018 T&D Programme

Exchange of Experience	Where?	When?	No. (expected)
Research Support: Navigating the Metric Maze	LJMU	18 th January	17 (25)
Document Supply, ILLs & Digitisation	Salford	31 st January	23 (25)
Virtual & Online Learning	EHU	7 th February	25 (30)
Library Website Developments	LSTM (led by MMU)	13 th March	14 (25)
Reading Lists	EHU (Mcr)	17 th April	22 (25)
Mixed Reality & Library Spaces	Lancaster	14 th June	22 (25)
Impact of Libraries on Student Experience	Chester	20 th June	21 (25)
Academic Engagement	UCLan	21 st June	25 (25)
Managing Spaces	RNCM (led by Liv)	27 th June	21 (25)
Pre-Induction / Pre-Arrival	Liverpool Hope	3 rd July	15 (25)
Promoting Open Research	Liverpool	18 th July	25 (30)
Collection Development Priorities	Liverpool	30 th October	22 (25)
Research Support - Open Access / REF-Ready	Manchester	29 th November	25 (25)
Supporting Student Wellbeing	Liverpool	4 th December	23 (25)
TeachMeets	Where?	When?	No. (expected)
Academic Skills	LJMU	22 nd March	28 (30)
Visits	Where?	When?	No. (expected)
University of Manchester Research Reserve	Manchester	27 th June	7 (15)
Catalyst Building - Edge Hill University	Edge Hill	23 rd November	3 (30)
Victoria Gallery & Museum, Liverpool	Liverpool	4 th December	20 (20)

2018 Expert Events (NoWAL Funded)

What?	Where?	When?	No. (expected)
Bibliotherapy & Book Chat Training <i>Julie Walker, Words for Wellbeing</i>	Manchester Met	8 th January	12 (15)
Intro to Copyright & Copyright Education <i>Jane Secker & Chris Morrison, UK Copyright Literacy</i>	Salford	6 th March	31 (40)
Systematic Review Training (partnered with LIHNN) <i>Michelle Maden, University of Liverpool</i>	Liverpool	24 th May	18 (20)
Marketing Workshop <i>Ned Potter</i>	EHU	23 rd November	26 (30)