



Action Plan 2017-18

Strategic Aim 1: Collaboration

Aim Lead = Mark Hughes with support from Janet Peters (Chair of WHELP Shared LMS Steering Group)

Action	Activities	Responsibility	Timescale	Progress
1.1. The WHELP Shared LMS To realise the full benefits of the WHELP Shared LMS post implementation to deliver efficient, innovative, sustainable and value for money services.	a) to explore the development of more shared discovery and resource tools, such as through a shared catalogue and cataloguing services	Programme Manager, WHELP Shared LMS Management Board, LMS Cataloguing Group, Shared Catalogue Project Board	2017-2019	
	b) to explore the options to create a WHELP support function/'office' to develop consortial activity from October 2018	Programme Manager and small Task Force	Proposals to be agreed by WHELP at May 2018 meeting	

	b) to explore reciprocal and sustainable borrowing to maximise WHELF collections	LMS Resource Sharing and Reciprocal Borrowing Group, Reciprocal Borrowing Project Board, Programme Manager, WHELF Shared LMS Management Board	Ongoing for 2017-18	
	c) build on the findings of the CE/Jisc benefits study to enable wider and deeper collaboration	Programme Manager, Benefits Working Group	Ongoing for 2017-18	
	c)i. to develop data and analytics to inform better workflows and collection development	WHELF Shared LMS Management Board, Analytics	Ongoing for 2017-18	
	d) to seek opportunities to build LMS collaborative opportunities with other sectors in Wales and with external institutions and partners	Programme Manager in partnership with MALD, SCL, CILIP and other external organisations, WHELF Shared LMS Management Board	Ongoing for 2017-18	
1.2. Shared procurement of electronic resources	a i.) build on WHELF's collaborative framework to purchase library resources as a consortium in support of learning, teaching and research to enable equality of access across WHELF in the most cost efficient manner	WHEEL	Ongoing for 2017-18	

	a ii.) Shared tender for reading list procurement software	Led by Swansea University	2017-18	
	b i.) engage with key suppliers to drive efficiencies in procurement	WHEEL	Ongoing	
	b ii.) consider whether/how to work together within the SUPC framework to obtain best value for Wales while maintaining diversity in the book supply industry.	WHEEL	Feb 2018?	
1.3 Promotion and advocacy	a) Seek opportunities to engage with the wider library community and highlight the WHELF Shared LMS project via the WHELF website, Twitter, email lists, Annual Report, conference presentations, journal articles.	WDO, Programme Manager, WHELF Shared LMS Steering Group members	Ongoing	
1.4 Develop a national collection management strategy	a) Explore use of shared catalogue to support collection management decisions in development with National Bibliographic Knowledge Base (NBK)	WHELF	2017-19	

Strategic Aim 2: Collections and Research

Aim Lead = Janet Peters with support from the WHELF Research sub-group.

Action	Activities	Responsibility	Timescale	Progress
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<p>2.1. Expose and exploit our collections and heritage materials in Wales. Seek ways in which we can improve access to our unique collections to support the learning, teaching and research environment and develop wider community engagement to enhance the cultural agenda.</p>	a) improve signposting for access to heritage collections and research services. Archives & Special Collections group to explore ways to link in with using WG themes as a focus for events, digitisation, conferences etc (2018 – Year of the Sea)	Archives & Special Collections Group	Ongoing	
	b) agree ways to catalogue backlog of institutional records to improve discovery. Set target for completion.	Archives & Special Collections Group	5 years' time? 2021	
	c) implement the Walk in Access scheme across all WHELF libraries	Swansea University	Testing during 2017-2018	
	d) support the work of the National Conservation Strategy Steering Group for Wales to deliver improvements in the conservation and preservation of Wales' national collections	National Conservation Strategy Steering Group.	Ongoing	
	e) contribute to the work of developing the digital preservation infrastructure led by the ARCW Digital Preservation Group	Archives & Special Collections	2017/18	
	f) review options for digital repository for Wales	Archives & Special Collections group & WHELF Shared LMS Programme Manager	2017	
	g) Consider adoption of UK-SCL (Scholarly Communications Licence) by all WHELF members	WHELF	2018	

	h) promote/highlight our unique collections via WHELF website, Twitter, email lists, Annual Report, conference presentations, journal articles etc	WDO, Archives & Special Collections, All	Ongoing	
2.2. Adapt to new roles Examine and enhance the changing role of libraries and librarians in supporting research and the research lifecycle through open access publishing, research data management, data curation and research skills.	a) monitor Jisc data storage pilots and share reports	Research Group, Cardiff University	July 2018	
	b) share and co-develop RDM training materials	Research Group	June 2018	
	c) Consider writing/sharing guides collaboratively on using research materials. Identify topics and produce 3 guides.	Research Group	June 2018	
	d) publicise training/webinars on RDM topics, including those by external bodies such as DCC/Jisc/et al.	Research Group	Ongoing	
	e) share event attendance/representation on national groups such as the RDN and RDMF and report back to WHELF Research Group.	WDO /Research Group	Ongoing	
	f) continue to support and share good practice in the management of APCs and open access publishing via the WROLO jiscmail list	Research Group	Ongoing	
	g) continue to examine future research support roles and provide support for librarians in enhancing their roles through repeating the 3 regional subject librarian workshops held in 2016 and 2017.	Research Group	Ongoing	

	h) Organise 3 regional follow-up workshops on Communications with Researchers as the key issue arising from the regional subject librarian workshops	Research Group	July 2018	
	i) Promote/highlight events, work of group via WHELF website, Twitter, email lists, Annual Report, conference presentations, journal articles etc	WDO / Research group	Dec 2018	
	j) Promote Open Access publishing. Agree some shared actions to support OA publishers. Monitor progress with OA publishing.	Research Group/WHELF	June 2018	
	k) Organize Rare Books and Archives Handling Day for researchers	Archives & Special Collections Group and Research Group	March 2018	

Strategic Aim 3: Engagement

Aim Lead = Paul Jeorrett

Action	Activities	Responsibility	Timescale	Progress
3.1 Student and user experience: Support all students and provide a breadth of library services to inform their knowledge, professional skills, employability and lifelong learning	a) conduct an audit to review the current level of integration for digital and information literacy in WHELF HEIs	Learning & Teaching Group	Ongoing	
	b) define and map a Community of Practice for information/digital literacy to share learning and teaching resources, experience etc	Learning & Teaching Group	Ongoing	
	c) examine how WHELF can contribute to employability and the development of graduate attributes.	Learning & Teaching Group	May 2018	

	d) seek to engage with cross-sector organizations to investigate and understand the expectations incoming students have of library services and technology provision in higher education. This can be done by encouraging more crossover between WHELF/HEWIT on the Weds at the Gregynog Colloquium	WHELF / HEWIT	Ongoing	
	e) provide copyright training sessions for WHELF staff to share changes relating to the CLA licence and to ensure compliance across institutions	Copyright Group	2018	
3.2 National collaboration for local benefit Work with other organizations, sectors and domains in support of the development of a cooperative library network	a) work with MALD, CILIPWales, SCL Wales to develop and encourage collaborative opportunities	WHELF Chair/WDO/ CILIP Wales/MALD/SCL Wales	Ongoing	
3.3 Advocacy for impact Advocate for the role and contribution that professional library services make to both the institutional mission and in a wider social context	a) seek opportunities to engage with MALD, SCL Wales, CILIPWales to advocate for the value of libraries and librarians	WHELF Chair/WDO/CILIP Wales/MALD/SCL Wales	Ongoing	
	b) participate in regional and national campaigns to promote libraries e.g. CILIP Libraries Week (9 th -14 th Oct) , Facts Matter	All	Ongoing	
	c) produce an annual report for WHELF	WDO	Oct 2017	
	d) use the WHELF website/Twitter to promote events and current initiatives i.)send updates to key stakeholders following WHELF meetings	WDO	Ongoing	

	e) update the WHELF communication plan	WDO	October 2017	
3.4 A skilled workforce Invest in appropriate local staff training and development opportunities to augment the national provision and build a skilled and responsive workforce	a) encourage and support appropriate bids to the WHELF Staff Development Fund to provide activities and events for the benefit of the WHELF membership	WDO / WHELF Officers	2017-18	
	b) support and encourage participation at the WHELF/HEWIT Gregynog Colloquium June 12 th -16 th 2017	Bangor & Wrexham Glyndwr / All	Feb-June 2018	
	c) support bilingual workforce development through trainee schemes or internships	WHELF	Ongoing	