**Meeting in a Minute: HEE South LKS Strategic Management Network business meeting**

<table>
<thead>
<tr>
<th>Date of meeting</th>
<th><strong>Thursday 9th October, Musgrove Park Hospital, Taunton</strong></th>
</tr>
</thead>
</table>
| **A quick summary of the main points** | • PPI workstream: health literacy training has now been rolled out, with bite-sized national e-learning going to go live soon. There is a demand for health literacy training in schools/FE. KfH PPI pages need an update and refresh, particularly the Ideas Bank – would be a good CPD opportunity.  
  
  • MEK workstream: Postcards have been refreshed, and 2 new ones added, including the 'Goldfish Bowl'. CPD opportunities available: 2 funded places for Info and KM course at UWE, and Advanced KM 2-day course at Birmingham.  
  
  • Workforce & CPD update: Positive feedback from LKS Live and the Library Assistants Away days, and those who had bursary places at the ICLC Conference in Manchester. The Development Needs Analysis Survey is live. There should be news on Library Apprenticeship providers/examiners coming soon.  
  
  • Resource Discovery & Systems. The new LMS is anticipated to go live early March. Training is about to start, and there is now a core implementation team in place with a generic email address - new-swims@googlegroups.com.  
  
  • Library standard service offer – the survey is complete and the report and recommendations on the LibGuide.  
  
  • Streamlining e-resources management and training delivery in particular - no progress made yet. |

| The actions | • Send PPI best practice to Carol-Ann for the LibGuide  
  
  • Let Carol-Ann know if anyone would be interested in refreshing the PPI Ideas Bank on KfH  
  
  • Let Alison Day/Sue R know if any staff are interested in the KM CPD opportunities  
  
  • Encourage all staff to complete the 2019 Development Needs Analysis  
  
  • Let Tom Osborne know of any good practice around the region re: streamlining e.g. e-resources administration, training delivery. |

| What happens next? | Next meeting: 23rd January 2020 in Taunton |

| More info from... | Helen Bingham, Sue Robertson or Jenny Toller |