



## Mercian Board Meeting

Wednesday 1 April 2026 – 09:00 – 11:00

Microsoft Teams Meeting

### Agenda

1. Welcome and overview, apologies & introductions (Chair) – 09:00 – 09:05

2. Mercian Executive Officer Role – 09:05 – 09:20

- Interim Cover
- Next Steps

3. University of Gloucester request to join – 09:20 – 09:25

- Board to approve/decline

4. Website Review – 09:25 – 09:45

- Engagement Survey

5. Finance Update (Pete) – 09:45 – 09:55

#### **Comfort break – 09:55 – 10:05**

6. SIGs – 10:05 – 10:30

- Proposal for Code of Practice on Sustainability (see paper below)
- Approval process for Code of Practices
- SIG Chairs
- Sponsorship

7. Strategy – 10:30 – 10:50

9. AOB – 10:50 – 11:00

Meeting close 11:00

# New Subgroup: Proposal – Sustainability Community of Practice

## 1. Background

*Outline the subgroup's background, highlighting any prior existence or discussions with or within the Collaboration community which may have taken place. [50-200 words]*

The proposed Community of Practice aims to bring together professionals working in Mercian Collaboration libraries who share an interest in sustainability and collaborative development. This initiative builds on recent activities that suggest there is a need for such a group within the Mercian network. In September 2024, Mercian Conference presentations focusing on sustainability from the Open University and University of Birmingham were well received. This led to a few institutions starting to collaborate and pursue the topic further. Following this, in February 2025, we hosted an online networking event focused on sustainability in HE libraries, which provided a platform for sharing best practices and innovative approaches. In September 2025 we delivered a presentation at the Mercian Collaboration Conference to explore the concept of a Special Interest Group, canvassing interest and gathering valuable feedback from attendees. This went beyond the conference itself, in the form of a survey, which captured interest across the community. These activities have highlighted the need for a dedicated space to exchange ideas, foster partnerships, and develop practical strategies to advance sustainability within our professional community.

## 2. Aims

*Please provide a brief statement outlining the intended purpose and area of focus. [50-100 words]*

The CoP will serve as a collaborative forum for library professionals within the Mercian network who are committed to advancing environmental sustainability. Its primary focus will be on sharing knowledge, developing practical strategies, and promoting initiatives that reduce environmental impact within library operations and services. By fostering dialogue and co-creating resources, the group aims to support institutions in embedding sustainable practices, reducing duplication of efforts, influencing policy, and driving positive change across the sector.

## 3. Activities

*Please outline how the group will deliver on these aims. (e.g., holding meetings, hosting events etc) You may wish to use a bullet pointed list for clarity. [50-100 words]*

- Quarterly online meetings via Microsoft Teams
- Annual online event
- In person presentation/workshop at the Mercian Conference
- Online space for resource sharing
- Newsletter (twice a year)

#### **4. Strategic Alignment**

*Please indicate how the subgroup will align with the Collaboration's strategic aims and ambitions (Cf. [Strategic Plan 20-24](#)). [50-100 words]*

The proposed Community of Practice (CoP) will develop and share knowledge relating to the environmental impact of our library practices, policies and collections. By supporting collaborative learning and the exchange of good practice, the CoP will enable members to deliver high-quality library services while minimising environmental impact. Its scope is intentionally wide and will cut across all areas of library activity.

The CoP supports the Collaboration's strategic aims in the following areas:

##### Theme 1: Workforce Development

It will support workforce development by facilitating knowledge exchange, peer learning and professional development focused on environmental sustainability. Through shared discussion, resources and practical examples, the CoP will enhance members' knowledge, confidence and skills, enabling staff across the collaboration to embed environmentally responsible practice in their roles.

##### Theme 2: Collections

The CoP will share evidence and experience of the environmental impact of different collection practices. Members will collaborate to promote sustainable collection management, including the sharing of good practice and the use of collective purchasing power to influence suppliers to embed environmental sustainability within their operations and supply chains.

##### Theme 3: User Experience

The CoP will explore and address the environmental impact of our services. By identifying, testing and championing practices that reduce environmental harm, the CoP will help ensure that services are delivered in ways that are both high quality and environmentally responsible, supporting users' expectations around sustainability and institutional values.

##### Theme 4: Learning & Teaching

The CoP will explore opportunities to develop and embed education for sustainable development within library teaching. It will also consider how environmental sustainability can be integrated into the design and delivery of teaching activities and professional development, ensuring that sustainability is consistently reflected in both what we teach and how we teach it.

##### Theme 5: Research

We will share any relevant research outputs (including conference talks, papers, or collaborative projects).

#### **5. Governance & Committee**

*Subgroups are normally convened by a committee with a designated Chair, supported by a Vice-Chair and minutes/meeting Secretary, serving for two years. Please briefly*

*outline the envisaged required officer roles, terms and succession expectations. Where possible identify individuals prepared to initially fill these positions. [50-200 words]*

The Community of Practice (CoP) will be established and initially led by its original owners, who will be responsible for set-up and chairing arrangements. Leadership responsibilities - including Chair, Deputy Chair, and Secretary - will be shared among the group. Once the CoP is established, the owners will recruit volunteers from the group's membership to support and contribute to the group's activities. The original owners are Lizzie McCauley and Jo Elliot (Open University), Steve Parton (Keele University), and Charlotte Stockwell (Nottingham Trent University).

**6. Proposed membership model:**

Any interested parties

**7. Resource requirement**

*While subgroups and their activities are supported by the Collaboration Officer, please outline any particular resource implications or expectations envisaged. [50-100 words]*

We would like a space on the Mercian Collaboration website.

**8. Next steps**

*Finally, please outline your initial plans, including meetings or events, following approval, for the first six months to a year. [50-100 words]*

- Form a steering group from volunteers.
- Define terms of reference for group (including priority areas and initial goals)
- Set up Teams channel
- Arrange quarterly Teams meetings
- Deliver an online event in April 2026 to launch the group
- Create an online space for resource sharing
- Deliver an in-person workshop at the 2026 Mercian conference
- Explore the logistics (and environmental impact) of a bi-annual newsletter

**Document authors**

*Please list all contributors, including institutions and current roles*

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