



## Mercian Collaboration Development Officer

### Update report to Steering Group, 1<sup>st</sup> December 2020

Since the October Board meeting,<sup>i</sup> the Officer's focus has continued on his usual activities supporting the subgroups, coordinating activities and communications for the Collaboration, and resolving issues as they arise. Preparations, outcomes and support for various meetings, have also accounted for a large portion of the Officer's working schedule over this period. Frequent conversations with the chairs and officers of the Conference and Staff Development Group have continued to be a particular focus over this period, along with periodic exchanges with the Collaboration's Vice Chair.<sup>ii</sup>

Interactions with SCONUL staff have continued clarifying matters of mutual concern, notably relating to finance matters. Regular engagement with other regional collaboration officers/managers on topics of mutual concern, interest and information have also been a regular feature of this period. Additionally, in his continued absence of the post holder, the Officer has continued to act as de facto Treasurer for the organisation, monitoring expenditure in cooperation with SCONUL Accounts.<sup>iii</sup>

### Reporting

Outline drafting of the 2020 annual report and preparations for the 2021 Steering Group elections, including updating documentation, have been made over this period. A number of timely updates to the website's structure and content have also been made, notably refining elements of it in terms of accessibility and layout. Information on forthcoming events on the site have been regularly updated, along with monthly publication of the Mercian Newsletter on the open discussion list promoting our activities. Additionally, the Officer provided outline modelling for 2021 subscription models and group membership for consideration by the Board, along with salary expectation modelling for the Vice-Chair.

### Meetings & Events

As normal while effort to attend all relevant meetings was made, due to their timing and available resource not all could be joined. Meetings and events attended on behalf of the Collaboration included:

- 22/10 NC/NoWAL/MC tripartite annual meeting
- 22/10 Conference Group
- 28/10 Virtual networking event
- 24/11 MDF Committee Meeting
- 24/11 Deputies & Senior Staff Meeting
- 01/12 Steering Group Meeting
- 01/12 Virtual networking event

Notably the Officer has continued to organise, co-host and obtain feedback for the virtual networking series of online events, the final one of 2021 to be held today (1/Dec/20). The next one, scheduled for 24<sup>th</sup> Jan 2021, will be themed around accessibility at the request of the MDF Group and Chair.

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<sup>i</sup> This period covers 8 employed days (weeks).

<sup>ii</sup> No direct communications or responses from the Chair have been received during this period.

<sup>iii</sup> An additional responsibility since late April '20