

Company no. 02733294  
Charity no. 1026543

**RLUK (Research Libraries UK)**  
**Report and Audited Financial Statements**  
**31 July 2022**

## RLUK (Research Libraries UK)

### Reference and administrative details

For the year ended 31 July 2022

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<b>Company number</b>	02733294
<b>Charity number</b>	1026543
<b>Registered office and operational address</b>	Room 257 Senate House Malet Street London WC1E 7HU
<b>Trustees</b>	Trustees, who are also directors under company law, who served during the year and up to the date of this report were as follows: C Banks D Cutress J Gardner (Chair) J Harvell M Khokhar (Vice Chair) A O'Neill C Price T Stanley J Taylor-Roe (Treasurer) J Upton E Waller
<b>Chief executive officer and company secretary</b>	Dr D Prosser
<b>Staff</b>	M Greenhall, Deputy Executive Director (resigned 16 September 2022) C Kamposiori, Programme Officer M Cheung, Executive Assistant
<b>Bankers</b>	National Westminster Bank plc 8 Park Row Leeds LS1 1QS Barclays Bank plc 79-84 High Street Birmingham B4 7TF
<b>Solicitors</b>	Veale Wasbrough Vizards Second Floor 3 Brindley Place Birmingham B1 2JB
<b>Auditors</b>	Godfrey Wilson Limited Chartered accountants and statutory auditors 5th Floor Mariner House 62 Prince Street Bristol BS1 4QD

## **RLUK (Research Libraries UK)**

### **Report of the Trustees**

#### **For the year ended 31 July 2022**

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The Trustees of Research Libraries UK (RLUK) present their annual report together with the financial statements for 1 August 2021 to 31 July 2022.

Since the company qualifies as 'small' under section 383, the strategic report required of medium and large companies under The Companies Act 2006 (Strategic Report and Director's Report) Regulations 2013 is not required.

Reference and administrative information set out on page 1 form part of this report. The financial statements comply with current statutory requirements, the Memorandum and Articles of Association and the Statement of Recommended Practice - Accounting and Reporting by Charities (effective from January 2019).

#### **Structure, Governance and Management**

##### **a. Constitution**

RLUK is a company limited by guarantee and a registered charity governed by its Memorandum and Articles of Association of 21 July 1992, revised 15 January 2016. Charity number: 1026543. Company number: 2733294.

##### **b. Our purpose**

Our main objective is to work with our members and with our partners, nationally and internationally, to shape and to realise the vision of the modern research library. Our principal aim is that the UK should have the best research library support in the world.

##### **c. Membership**

RLUK is a membership consortium consisting of the following 37<sup>1</sup> major research institutions:

University of Aberdeen  
University of Birmingham  
University of Bristol  
British Library  
University of Cambridge  
Cardiff University  
Durham University  
Edinburgh University  
University of Exeter  
University of Glasgow  
Imperial College London  
University of Manchester  
King's College London  
University of Leeds  
University of Leicester  
University of Liverpool  
University of London  
London School of Economics and Political Science  
National Library of Scotland  
National Library of Wales  
Newcastle University  
University of Nottingham  
Queen Mary University of London  
Queen's University Belfast  
Royal Holloway, University of London

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<sup>1</sup> From August 2022 the members will grow to 39 members, with the inclusion of the University of East Anglia and Lancaster University.

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SOAS University of London  
University College London  
University of Oxford  
University of Reading  
University of Sheffield  
University of Southampton  
University of Sussex  
University of St Andrews  
Trinity College Dublin  
University of Warwick  
Wellcome Trust  
University of York

#### **d. Recruitment and appointment of new trustees**

Members have the right to nominate a RLUK Member Representative, usually the directors of their institutions' library services. All Member Representatives have full voting rights.

The Board of Trustees (known as the Board of Directors) consists of up to 12 members and is elected from among the RLUK Member Representatives. The Vice-Chair is included within this number and is also elected by the members. Following a two-year period as Vice-Chair (or on the resignation of the Chair) the Vice-Chair takes the position of Chair for a period of two years. This ensures that the direction and activities of the consortium are guided by highly experienced members of the profession who share an understanding of the purpose and needs of the consortium and its members.

The period of office for Trustees is three years, with the possibility of re-election for a second consecutive three-year period. Once a Trustee stands down from the Board an interval of three years must pass before they may reapply to serve on the Board again. Appointment is by an electronic vote ahead of the Annual General Meeting.

The Board meets at least three times a year. One meeting, held in May, has a clear focus on longer-term strategy where the strategic plan is reviewed and evolving environmental factors are assessed.

There is a Members' Meeting, usually held in November, and a large-scale, international conference in March, which also incorporates the Annual General Meeting.

Trustees may chair or otherwise participate in the activities of one or more of RLUK's Working Groups, depending on their area of interest and expertise. They may also represent RLUK's interests with other organisations as members of committees and other groups, and through membership of relevant Project Boards, reporting to the RLUK Board where appropriate on matters relevant to RLUK.

#### **e. Policies adopted for the induction and training of Trustees**

On election, new Trustees receive information about the legal and governance requirements placed on them as Trustees and on RLUK itself. On appointment, new Trustees also meet with the Chair and Executive Director, who outline what is expected of an RLUK Trustee. The Executive attend training courses in charity law and review charity sector literature, in order to be able to refresh the Board's understanding and knowledge of regulatory, legal and environmental trends. We are also advised of relevant changes to statutory governance and financial regulations by our auditors.

#### **f. Organisational structure**

Governance of RLUK is carried out by the Board of Trustees (known as Directors) with the support of a central Executive of four members of staff, who are responsible for day-to-day administration. Financial services are provided by Dains LLP on a contract basis.

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#### **g. Risks**

The Executive and Board carry out reviews during the year of the risks to which the charity is exposed. These include environmental, business, financial and operational factors. Where issues are identified, appropriate means to address them are introduced. The key risks to RLUK at present are the following:

**Covid-19:** Although there was a gradual return to the workplace this year, the RLUK Executive continued with remote working, including for the majority of events and meetings which were held virtually.

**Financial:** As we have drawn down our reserves, we are now moving to a more balanced budget model.

#### **Objectives and Activities**

##### **a. Public benefit**

The Trustees have taken due regard of the Charity Commission's directives on public benefit, and are satisfied that the work RLUK is undertaking is fulfilling its aims in terms of public good. The public good aspects of RLUK's work are emphasised below in the section on activities. According to the general public benefit aims set out by the Charity Commission, RLUK is active in the areas of the advancement of education and the advancement of the arts, culture, heritage and science.

##### **b. Principal objective and aims**

The objectives of RLUK are to maintain, improve and promote library resources and services for research.

We work with our members and with our partners, nationally and internationally, to shape and to realise the vision of the modern research library. We invest in and develop strategic projects, reports and innovations that result in greater engagement with and services for the research community we serve. RLUK also has a role as an influencing and advocacy body.

Our priorities for activities are determined through strategic plans. The new RLUK strategy for 2022-25 was launched at a virtual Members Meeting held in January 2022 and was developed following a period of engagement with the RLUK membership and other stakeholders. The strategy seeks to drive change, enable dialogue, and promote collaboration across the research, information, and cultural sectors.

The major themes of the strategy are:

- **The role of the research library:** RLUK will work with its members to support and advocate for the diverse roles of the research library as places of experimentation, their role as partners and pioneers in the research process, and as catalysts for change within society and scholarship;
- **Digital shift:** RLUK will proactively support its members to seize the collective opportunities and face the shared challenges that new and emerging technologies and methodologies bring. It will do so with an emphasis on openness, inclusivity, and sustainability;
- **Open Scholarship:** RLUK will support its members in moving towards an 'open by default' setting through working for open access to research outputs, the development of Open Educational Resources, and advocating for openness and transparency across the entire research cycle;
- **Culture and heritage:** RLUK will work with members to maximise the scholarly and societal impact of their collections, support their innovative curation and presentation, promote the role that collections and the staff who care for them have as catalysts for cross-community and disciplinary discourse, and highlight their joint role in addressing key societal challenges; and

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- **Collective Collections:** By coming together, RLUK members and the wider community can introduce efficiencies into the processes underpinning support for research and look to set up collaborative collection management. RLUK will identify potential areas for collaborative actions, with a focus on those that can best be progressed by collectives at the scale of RLUK.

And three cross-cutting themes, which represent key challenges to RLUK, its members, and wider society, and require us to be bold in our vision and disruptive and transformative in our activities:

- **Equality, diversity and inclusion:** RLUK members are committed to creating and maintaining inclusive organisations, structures, and spaces which celebrate diversity, welcome difference, and embed positive change. RLUK will work with its members, stakeholders, and partners to take actions across our community that challenge structural inequalities and biases in collections, services, and access;
- **Rights, copyright and licensing:** Urgent change is required within the UK's copyright and licensing frameworks. Whilst preserving the protections of rights holders, RLUK will work with its members, stakeholders, and partners to call for a reformed and functioning copyright and licensing regime for the UK that is appropriate to the complexities of current and emerging forms of scholarship; and
- **Infrastructure:** Research libraries both contain and act as research and innovation infrastructure. They are places of experimentation for cross- and multi-disciplinary scholarship and collaboration, home to a diverse range of specialist skills and expertise, and hold diverse collections and technical facilities which form the bedrock of research. They are major pieces of cultural infrastructure, providing spaces, content, and skills for creative practice and innovation. In addition, there is a layer of infrastructure that sits above individual libraries and enhances the efficiency of all member institutions.

Progress against strategic themes is monitored at meetings of the RLUK Board. Activities are implemented through a combination of working and task and finish groups, with membership from the Board, Executive, the broader membership, and, where appropriate, the wider community.

In addition to those activities outlined below under achievements and performance, our significant activities include:

- Continuing the Digital Shift Forum as a high-profile series of cross-sector seminars exploring the opportunities and challenges of the digital shift in research library collections, services, and audience engagements;
- Research and evidence to support our members in decision making and awareness of current and future priorities in the sector; and
- Advocacy and representation on behalf of our members in sectorial projects, policy forums, and events.

### Achievements and Performance

#### RLUK membership

RLUK opened applications to join its membership in March. Following an assessment and interviews, the University of East Anglia and Lancaster University will formally join RLUK from the 2022-23 year.

#### Review of activities

The following strategic activities, initiatives, services and projects linked to our strategic plan have been undertaken in the past year:

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#### **The role of the research library**

##### **Joint work with AHRC**

Following the publication of the joint AHRC and RLUK report on *The role of academic and research libraries as active participants and leaders in the production of scholarly research* in July 2021, AHRC and RLUK have partnered on a number of activities to deliver on the recommendations within the report.

The RLUK-AHRC Professional Practice Fellowship scheme was announced in July 2021. The scheme is designed to develop and promote research capacity, capability, and confidence amongst colleagues working with research and academic libraries. This includes colleagues working within a broad range of disciplines, professions, and institutions, including archives, special collections, museums, and galleries that are housed within, or closely associated with, an academic or research library.

Fellowships of up to £20,000 (80% FEC), funded by AHRC, were offered to enable library colleagues to set research agendas, be active participants and leaders of multidisciplinary research, and to provide intellectual leadership in their own disciplines and beyond.

Ten fellows were announced in May, and their fellowships will run until mid 2023.

The *RLUK-AHRC Research Engagement Programme (REP)* consists of a tailored cohort training programme, open events, case studies, and resources to support colleagues working across the academic library community to develop their research confidence, skills and capabilities. The programme is open to colleagues working within both RLUK and non-RLUK member institutions. Oversight of the programme is provided by a steering group consisting of representatives from across the research library and academic communities.

REP includes the *Research Catalyst Cohort (RCC)* programme, a one-year skills and knowledge development programme to provide a comprehensive overview of the academic funding landscape and support participants develop their skills, confidence, and capabilities to submit highly competitive academic funding applications. Following a tender process overseen by AHRC and RLUK, ARMA were appointed to deliver the RCC programme.

A call for applications for RCC was opened in February, with an announcement in April of 18 successful applicants from across the academic and research library communities.

In March, RLUK became a named supporter of the *Technician Commitment*, to support and recognise the technical and specialist expertise contained across the research library community and higher education and research sectors.

As an embodiment of its commitment, RLUK co-convened with AHRC an interactive virtual seminar and workshop, *Research Libraries make it happen*, to explore the application of the Technician Commitment to research and academic libraries, and published a statement of support highlighting the importance of technical and specialist skills to research libraries, and the application of the Technician Commitment to roles across the research library, archive, and information communities. The statement was accompanied by a series of actions that RLUK would undertake to support the Commitment under its strategy, *The Library Transforming*.

As part of their well-established collaborative relationship, RLUK and The National Archives (TNA) announced the launch of the third (2022-23) round of the Professional Fellowship scheme for staff working in both institutions in July. Four fellowships were awarded in December with work commencing on projects in February.

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#### **ARL Position Description Bank (PD Bank)**

RLUK agreed an arrangement for inclusion within the ARL Position Description Bank (PD Bank). The PD Bank is a database of almost 4,000 position descriptions from North American research libraries, and RLUK is the first non-North American consortium to join this resource. Training sessions were held for RLUK members in September and as of July 2022, 24 members had signed up with over 300 position descriptions added by RLUK.

Following the war in Ukraine, RLUK signed CILIP's statement of solidarity and support for colleagues in Ukraine and was represented at meetings of the SCONUL convened Ukraine Library Twinning partnership group. In collaboration with SCONUL and CILIP, RLUK have created and maintain a spreadsheet for libraries to document their ongoing collaborative activities with Ukrainian institutions.

RLUK and IARLA partners hosted a virtual event in June 2022 on the *Great Resignation: attracting and retaining research library talent*, with over 100 individuals attending from Australia, Canada, Europe, the United Kingdom and the United States. In a wide-ranging discussion, panellists and delegates shared their views and opinions regarding the talent crunch for research libraries, how our institutions can compete within a highly-competitive labour market, and collaborative opportunities to advocate for our sectors as attractive places to work.

#### **Digital Shift**

RLUK's Digital Shift Working Group published an article in the *New Review of Academic Librarianship* in November 2021 on *Covid-19 and the Future of the Digital Shift amongst Research Libraries: An RLUK Perspective in Context*.

The group met throughout the year to discuss the continued work of the group and the ongoing delivery of the digital shift manifesto's delivery plan, launched in May 2020. Torsten Reimer stepped down as chair of the group in December 2021 as he prepared for his new role as Dean of Libraries at the University of Chicago, and was succeeded by William Nixon (Glasgow).

The RLUK ADN *Digital Workforce Development Strategy* was launched with a presentation given at the RLUK22 Conference in March by ADN co-convenors William Nixon (Glasgow) and Fiona Courage (Sussex). The strategy provides a model for RLUK members to both reflect and to look ahead to managing their digital workforce development along twin but complementary strands: recruitment of new staff and upskilling and development of existing staff. It is set in the wider context of the RLUK Strategy, *Transforming the Library (2022-25)* and is informed both by the experience of RLUK member libraries and a wider horizon scan of workforce development in libraries.

#### **Digital Shift Forum**

The second season of talks under the Digital Shift Forum commenced in September, with 21 events running to June 2022, including four collaborative events hosted by RLUK and the German Library Association, VDB. The season ended with a review of RLUK's Digital Shift Manifesto two years on, which provided an opportunity for colleagues across RLUK to share the impact of the manifesto in their transition both to digital and within digital.

#### **Open Scholarship**

RLUK continued to consult with members around the Elsevier negotiations in monthly town halls, which provided a safe space for members to discuss ongoing strategies and tactics. A three-year agreement with Elsevier was accepted by the sector in March, but the town halls have continued as members indicated that they were a useful and constructive forum to discuss other publishing deals and strategic issues. A programme group was formed to plan topics of discussion for each town hall meeting.

In June, David Prosser spoke at an event hosted by Sherif on Open Educational Resources about the history of OER advocacy and whether the current UK environment is conducive to the adoption of OERs. His remarks were published as a blog post on the RLUK website.

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RLUK partnered with COPIM for a half day webinar on Open Access Monographs: Making Mandates Reality, to galvanise a much-needed sector-wide conversation on OA monographs in the context of the UK's policy landscape. The event heard from an expert panel of speakers from the library, publishing and policy worlds who outlined the current state-of-play and discussed how we can move to meet the OA mandates from cOAlition S/Plan S in Europe and UKRI in the UK, and potential implications of the Research Excellence Framework (REF).

RLUK is also represented on the Open Research Competencies Coalition (ORCC) and UUK/Jisc Content Negotiation Strategy Group.

### **Culture and heritage**

#### **Virtual Reading Rooms (VRRs) and Virtual Teaching Spaces (VTSs)**

RLUK continued its research into the development and delivery of VRRs and VTSs amongst archives, special collections, and museums, with its second report, *Virtual Reading Rooms (VRRs) and Virtual Teaching Spaces (VTSs) amongst collection-holding institutions* published in April 2022. The report presented the results of a survey launched by RLUK, in collaboration with members of the International Alliance of Research Library Associations (IARLA).

RLUK's third report, *Academic use and perceptions of Virtual Reading Rooms and Virtual Teaching Spaces*, presented the results of a survey by RLUK, in collaboration with the School of Advanced Study (SAS), University of London, and the IARLA VRR Working Group. The survey was completed by academics, researchers, and students from across the UK and beyond and aimed to uncover issues related to the perceptions and motivations behind the use of VRRs and VTSs, including the benefits of the services for research, teaching, and study.

In November, RLUK convened an international working group on behalf of IARLA to explore the collaborative opportunities around the ongoing development and delivery of VRRs and VTSs, formed by representatives from ARL, CAUL, and RLUK, alongside representatives from OCLC's Research Library Partnership, The National Archives (UK), and The British Library. The group met throughout the year to discuss opportunities for international collaboration and began planning an international symposium with the aim of producing a collaborative toolkit for VRRs to be held in the Autumn of 2022.

#### **Collective Collections**

The main method by which RLUK addresses issues around Collective Collections is through the work of the Collections Strategy Network (CSN). The CSN has identified six main priority areas and set up sub-groups to progress action. These areas are: Print storage, Plan B (focussed on alternatives to journal Big Deals), Plan M (focussed on metadata), Reading and Publishing deals to promote open access, e-textbooks, and, decolonising and diversification.

The Print Storage group made recommendations to the RLUK Board on a series of actions to make progress, these were endorsed by the Board. Work around Plan B has centred on relationships with OCLC and plans to enhance Library Hub and create a right environment for metadata that encourages open sharing.

#### **RLUK Space Programme**

The RLUK Space Programme was re-launched with a virtual event in February on the topic of Hybrid and blended working approaches and the role of space in research libraries. The event raised issues around the impact that the recent shift in working and learning practices has had on the design and use of library spaces, both physical and digital, and the implications for their development and running. It also explored how the change in working places and environments has affected the roles and practices of library and information professionals and the way they deliver user services.

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A second event was held in July on Library spaces in the campus of the future, which explored questions around planning strategically for the future of the library space, how current strategies shape the library's future form and purpose, and how researchers, students, and other user communities may experience library space in the campus of the future.

#### **Cross cutting themes**

Three themes run through RLUK's strategy. They represent key challenges to RLUK, its members, and wider society, and require us to be bold in our vision and disruptive and transformative in our activities. These themes act as both a provocation and an opportunity to think and work differently, build new partnerships, and help to address some of the key institutional and societal challenges we face.

#### **Equality, diversity, and inclusion**

In November IARLA brought together colleagues for an event exploring initiatives underway in our respective associations to increase diversity, equity, and inclusion in our profession.

The RLUK Decolonisation Group, consisting of members of the RLUK Special Collections and Heritage Network (SCHN) and the Collections Strategy Network (CSN), began meeting in January 2022 to discuss issues of common interest around the decolonisation of collections in research libraries. The group delivered a roundtable session at the DCDC22 conference to highlight examples of EDI good practice in archives, libraries and beyond.

The projects of the 2022-2023 RLUK/TNA Professional Fellows aim to investigate pressing issues around diversity and inclusion in cultural collections. These include issues around the representation of marginalised histories and the ways diverse identities are captured in catalogues as well as the progress and barriers to improving diversity in UK archive collections.

#### **Emerging leaders programme**

RLUK began discussions with SCONUL, CILIP, Libraries Connected, WHELF, and SCURL to undertake a scoping study on the feasibility of developing a cross-sector Emerging Leaders' programme, modelled on the Leading Libraries programme, for members of ethnically diverse communities working across the sector. An invitation to tender is planned to be announced in the Autumn of 2022.

#### **Rights, copyright and licensing**

In May, RLUK met with the Intellectual Property Office (IPO) for a wide-ranging discussion about the IPO's priorities and issues of concern for the library community, including orphan works, designated terminals, and controlled digital lending.

A blog post was published on the RLUK website on *Library Lending Fit for the 21st Century? Controlled Digital Lending in the UK*, which expanded on a talk given by David Prosser at a joint National Acquisitions Group and ALT Copyright and Online Learning SIG event.

RLUK is a member of the Libraries and Archives Copyright Alliance (LACA) and has continued its engagement as a member of Copyright4Knowledge and as a member of the European Alliance of Research Excellence (EARE).

#### **Infrastructure**

In January, the Digital Scholarship Network organised a meeting with the title *Library as lab: the infrastructure needs of digital scholarship within research libraries*. The meeting included presentations from research libraries internationally, but also from funding organisations, such as AHRC and Wellcome, regarding their infrastructural investment programmes. The end of the meeting saw the creation of a Digital Scholarship Infrastructure Elevator Pitch which was designed to offer a concise statement of the infrastructural needs of Digital Scholarship activities within research libraries.

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In March, RLUK became a named supporter of the *Technician Commitment*, to support and recognise the technical and specialist expertise contained across the research library community and higher education and research sectors. Research libraries, archives, and information institutions hold great technical skills and expertise, which form an essential infrastructure for the production of new knowledge through research, innovation, and experimentation. These range from research data managers to archivists, from software developers to conservators, from photographers to open access publishing professionals.

RLUK published two reports on Virtual Reading Rooms (VRRs) and Virtual Teaching Spaces (VTSs). The first with the title *Virtual Reading Rooms (VRRs) and Virtual Teaching Spaces (VTSs) amongst collection-holding institutions* aimed to explore the most recent developments and innovations in the area while, the second, with the title *Academic use and perceptions of Virtual Reading Rooms and Virtual Teaching Spaces* aimed to document the experiences of academics, researchers, and students as well as their perceptions with regards to VRRs and VTSs. RLUK, in collaboration with its partners, has been tracking the development of these services since 2020 and investigating their potential as digital research infrastructure.

#### **Partner Relationships**

##### **RLUK and AHRC**

RLUK has worked extensively with AHRC during the year on the joint Professional Practice Fellowship scheme, Research Engagement Programme (REP), Research Catalyst Cohort (RCC) programme and the Technician Commitment.

These activities have been hugely productive and RLUK will be working with AHRC to launch a second round of the Professional Practice Fellowship scheme and Research Engagement Programme (REP) for the 2022-23 year.

##### **Council on Library and Information Resources**

The DSN held a joint event with CLIR's Data and Digital Scholarship (DDS) working group on Collections as data: institutional possibilities and collective opportunities in March.

RLUK and CLIR's Digital Library Federation's Data and Digital Scholarship (DDS) working group hosted a joint roundtable on mapping the international skills landscape at the RLUK22 Conference.

##### **RLUK and The National Archives**

RLUK has continued to work closely with The National Archives (TNA).

The TNA-RLUK Professional Fellowship Scheme facilitates shared learning between TNA and individual RLUK members with the purpose of overcoming some of the collective challenges facing research and cultural organisations. Professional fellowships last for a year and are structured around short-term visits to TNA, for RLUK fellows, and RLUK member institutions, for TNA fellows, underpinned by a longer period of peer-to-peer mentoring and knowledge sharing.

The year's Fellows investigated pressing issues around documenting complex histories, improving diversity in UK archive collections, capturing diverse identities in catalogues, and exploring climate work in archives and analogous sectors. Some of the graduating Fellows presented their work at the DCDC22 Conference. The Call for Expressions of Interest (EoIs) for the fourth round of the scheme was launched in August 2022.

We have continued to work closely with TNA and Jisc colleagues in the design and delivery of the DCDC22 conference (see below).

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#### **RLUK and Jisc**

RLUK has continued to work closely with Jisc, being represented on the UUK/Jisc Content Negotiation Strategy Group and the Jisc Content Expert Group, OA Stakeholders Group, Library Strategy Advisory Group, Digitisation for Digital Scholarship project working group, and Digital Archival Collections working group. RLUK has also engaged in collaborative projects with Jisc, including the Citation Capture project and, from 2019, the organisation of the DCDC series of conferences (in partnership with The National Archives). A relationship roadmap has been created to provide a strategic overview of these activities.

#### **IARLA**

We continued to work with international partners under the framework of the International Alliance of Research Library Associations (IARLA).

IARLA colleagues met during the year to discuss the medium-term implications of the Covid-19 pandemic, the experience of the cost of living crisis, and continued opportunities for collaboration between IARLA members.

In November IARLA brought together colleagues for an event exploring initiatives underway in our respective associations to increase diversity, equity, and inclusion in our profession.

In June IARLA hosted a virtual event on *The Great Resignation era: attracting and retaining library talent*. In a wide-ranging discussion, panelists and delegates from Australia, Canada, Europe, the United Kingdom and the United States, shared their views and opinions regarding the talent crunch for research libraries, how our institutions can compete within a highly competitive labor market, and collaborative opportunities to advocate for our sectors as attractive places to work.

An IARLA working group was formed to explore the collaborative potential of VRRs and VTSs, and to explore the opportunities to develop shared frameworks for their development and use, consisting of colleagues from ARL, CAUL, and RLUK, alongside representatives from OCLC's Research Library Partnership, The National Archives (UK), and The British Library.

#### **RLUK Networks**

##### **Associate Directors' Network (ADN)**

The RLUK Associate Directors Network is a professional network for RLUK members in a Deputy Librarian or Associate Director role. It aims to provide a forum for discussion and sharing of experience, the opportunity to participate in the business of RLUK and to aid succession planning.

The ADN met regularly during a series of monthly informal catch-up sessions. These were launched during the pandemic and provided valuable touchpoints for meeting new members and providing broader network support.

Co-convenors Fiona Courage (Sussex) and William Nixon (Glasgow) launched the Digital Skills Strategy at the RLUK conference in March 2022, and William gave a presentation about the strategy at an IARLA event on The Great Resignation in June.

##### **Collections Strategy Network (CSN)**

The RLUK Collections Strategy Network (CSN) is a professional-peer network for colleagues who are responsible for collection strategy within an RLUK member library. It acts as a forum for discussion, knowledge sharing, peer development, and harnesses RLUK members' collective experience and expertise. Co-convenors for the CSN during this period were Katherine Rose (Imperial) and Gavin Beattie (Kings College London).

The network organised events throughout the year including regular reading and publishing coffee mornings for CSN and OAPP members.

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In September the network heard updates on the six main priority areas: Print Storage; Reading and Publishing; Plan B; Plan M; E-textbooks; Decolonising and diversification, and in a separate meeting that month they discussed concerns around IEEE and ContentOnline.

In February, Liz Jolly and Andy Appleyard presented the British Library's plans and discussed how these might help move forward discussions around shared print storage / shared collections. They also discussed journal publisher prioritisation and received an update on the work of the e-textbooks sub-group.

In May, the main areas of discussion were Clarivate and ILL, print storage, E-textbook data gathering, and OA monographs. The print storage sub-group put together a paper outlining a series of recommendations, which were endorsed by the RLUK Board.

In July, members were updated on the work of the CSN working groups, with a focus on activity around print storage of monographs, journal retention policies, OA monographs, and e-textbooks.

#### **Digital Scholarship Network**

The RLUK Digital Scholarship Network (DSN) is a professional peer network for RLUK members involved in the development and delivery of Digital Scholarship services within member libraries, led during this period by Kirsty Lingstadt (Edinburgh) and Eleonora Gandolfi (Southampton).

The network met in January to explore the subject of *Library as labs: the infrastructural needs of Digital Scholarship within research libraries*. This included presentations from AHRC and Wellcome Trust regarding a funders' perspective of infrastructure and also included presentations from The National Library of the Netherlands (KB), National University of Ireland (Galway), University of Southampton, National Library of Wales, and the University of Sheffield regarding their experiences.

An event was held in partnership with CLIR's Data and Digital Scholarship (DDS) working group in March focusing on institutional possibilities and collective opportunities of collections as data.

In April the DSN hosted an open event exploring the copyright and licensing implications of digital scholarship, with a particular focus on artificial intelligence and text and data mining.

Finally in June the network held a meeting to exchange their recent experiences of developing and delivering digital scholarship services and initiatives. This provided an inspiring and lively conversation around challenges and different ways people were addressing making collections accessible, digitisation and other aspects and was a very useful opportunity to share how to put different aspects into practice.

#### **New Directors' Network**

The New Directors Network (NDN) continues to provide an informal forum for mutual support for recently appointed Library Directors at RLUK member institutions. As well as a heavily-used group mailing list, the NDN met virtually throughout the year.

A blog post on *Becoming a Library Director* was shared on the RLUK website, inspired by advice shared by colleagues on RLUK's NDN.

#### **Special Collections and Heritage Network (SCHN)**

The RLUK Special Collections and Heritage Network (SCHN) is a professional peer network for RLUK members leading cultural heritage activities within member libraries. Co-convenors during this period were Joanne Fitton (Leeds) and Daryl Green (Edinburgh).

The network revised their Terms of Reference at the start of this year to reflect the change of name (formerly Special Collections Leadership Network).

## **RLUK (Research Libraries UK)**

### **Report of the Trustees**

#### **For the year ended 31 July 2022**

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In January, the SCHN met to provide an opportunity for new members to be introduced to the group, and to agree on the new Terms of Reference. Also, the group discussed the initial results of the virtual reading room (2<sup>nd</sup> round) survey and the Sourcery project.

The spring SCHN meeting took place in May on the topic of converged collections and services. The event entailed presentations from RLUK members and beyond; UMIS, ARA SAM, Edinburgh University Library, Senate House Library, and Trinity College Dublin Library. Discussion followed the presentations and the event closed with updates on SCHN and RLUK business.

John Hodgson (Manchester), Ian Johnson (Newcastle), Dedrie Wilde (Queens), Joanne Fitton (Leeds) represent the SCHN on the IARLA VRR working group, and the joint CSN-SCHN Decolonisation Group includes SCHN members Richard Wragg (Sussex); Craig Barclay (Durham); Jenny Shaw (Wellcome); Joanne Fitton (Leeds).

#### **Open Access Publisher Processes Group (OAPP)**

In September, the OAPP held a series of short meetings with three publishers: BMJ, OUP, BMC. This was an opportunity to go through a number of pinch-points with each publishers' submission and acceptance system and dashboard reporting and to suggest ways in which the processes could be streamlined to help authors and libraries.

Two meetings were held in March to discuss workflow implications of the new UKRI OA policy, and issues around Wiley and IOP, and then members met with representatives of Taylor and Francis to discuss their workflows and dashboard.

The OAPP continued to meet throughout the year with individual publishers to advise on ways in which workflows could be improved.

#### **DCDC22**

The DCDC22 Conference was held virtually, over five days from 11-15 July. The event was held on the Pheedloop platform, with additional networking and interactive sessions held on Spatial Chat.

The conference explored how digital innovation is transforming the cultural heritage and academic sectors and their relationship with their audiences. As research continues to drive innovation, the conference asked how can we ensure that our practices remain relevant, open, inclusive, representative and transformative.

There were four keynote sessions, with eight keynote speakers:

- Regina Everitt, Assistant Chief Operating Officer & Director of Library, Archives and Learning Services, University of East London;
- Mark Martin, @Urbanteacher & Assistant Professor in Computer Science & Education Practice, NCH London;
- Léonie Watson, Director, TetraLogical;
- Josie Fraser, Head of Digital Policy, National Lottery Heritage Fund;
- Alec Ward, Digital Skills Manager, Culture24;
- Oonagh Murphy, Lecturer of Arts Management, Goldsmiths, University of London;
- Chao Tayiana Maina, Founder, African Digital Heritage; and
- Patrick Towell, Innovation Director, The Audience Agency.

In total the conference featured over 80 speakers from more than 50 organisations, from the UK, Ireland, Europe, and beyond.

The programme also saw the return of History Day, with an event that was held on Spatial Chat on the afternoon of 13 July.

## **RLUK (Research Libraries UK)**

### **Report of the Trustees**

#### **For the year ended 31 July 2022**

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RLUK activities during the conference included a virtual Funders Marketplace with Arts Council England, AHRC, the National Lottery Heritage Fund, The National Archives, and the Friends of the National Libraries and National Conservation Manuscripts. The RLUK Decolonisation Group hosted a session on roundtable discussion on EDI good practice in libraries and archives.

#### **RLUK Members' Meeting**

RLUK held its annual 2022 members' meeting virtually on 27-28 January. The new strategy, *The Library Transforming*, was formally launched at the meeting and members were provided with an update on network activities.

The meeting also heard from John Culshaw, Librarian at University of Iowa and immediate past-President of ARL, and Maurice York, Director Library Initiatives on the US Big Ten Academic Alliance Library Initiatives, and Liz Jolly and Andy Appleyard provided an update on recent initiatives from the British Library, together with updates on progress on developments at Boston Spa.

#### **RLUK22 Conference**

The RLUK22 Conference was held virtually on the Pheedloop platform from 14-16 March, with a theme on mapping the new open for research libraries. The conference was attended by over 400 delegates, and enjoyed keynote talks by Amina Shah, National Librarian and Chief Executive of the National Library of Scotland; Kaitlin Thaney, Executive Director of Invest in Open Infrastructure, and Christopher Smith, Executive Chair of AHRC.

Across the three days there were a number of panel, lightning talk, and workshop sessions held, including a roundtable with colleagues from RLUK and CLIR's Digital Library Federation's Data and Digital Scholarship (DDS) working group on mapping the international skills landscape, and a roundtable on open access publishing in the library.

#### **Other strategic activities**

RLUK continues to review its communications, and provide regular, monthly updates to members, through regular e-newsletter updates, and through news updates to the private members area.

#### **Financial review**

##### **a. Principal risks and uncertainties**

The Executive and Board carry out reviews during the year of the risks to which the charity is exposed. These include environmental, business, financial and operational factors. Where issues are identified appropriate means to address them are introduced. The key risks to RLUK at present are detailed in the *Structure, Governance and Management* section above.

##### **b. Financial review**

The net surplus for the financial year amounted to £10,126 (2021: £150,405), this was primarily due to the Covid pandemic continuing to restrict RLUK in-person activities. RLUK's income is obtained from membership subscriptions, member services and bank interest, together with any strategic investment funding received from partner organisations engaging in collaborative projects, studies and other work. Member organisations and partners may also provide indirect support via contribution of staff time via secondments and membership of working groups.

Income received has been used to support strategic activities, initiatives, services and projects as detailed under achievements and performance.

## **RLUK (Research Libraries UK)**

### **Report of the Trustees**

#### **For the year ended 31 July 2022**

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##### **c. Reserves policy**

As a charitable company RLUK has both maintained a prudent level of reserves and an enhanced level of funding to support strategic initiatives for the benefit of research support and to achieve its objectives in the future. RLUK has a three-year financial planning cycle to provide a longer-term framework for the management of both its general and strategic finances.

The current reserves policy, updated in 2018, requires that the total assets of RLUK (across all accounts and investments) should not fall below £260,000. This figure comprises two components, strategic spend and funds to cover a change in circumstances. The strategic spend component provides £50,000 for unexpected expenditure for projects related to the strategic plan, unplanned projects of importance to the membership, or unforeseen circumstances such as additional operating costs. The remainder of the reserve funds would cover a change in circumstances, providing funds to continue operating for a period of time, or to allow for the highly unlikely event of a wind-down and to meet the staff and service costs associated with this.

It was further agreed that the Executive be empowered to make future investments, provided this reserve policy is not breached.

Total free reserves held by the charity, defined as unrestricted net current assets, at 31 July 2022 were £461,591 (2021: £457,883). The impact of the pandemic has resulted in an unplanned increase in RLUK's reserves. The RLUK Board is undertaking a review of its reserves policy as part of a wider five-year financial plan which will be confirmed in the next financial year.

##### **d. Going concern**

After making appropriate enquiries, the trustees have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

##### **e. Material investments policy**

As an incorporated charity, RLUK is empowered to set aside, disburse and invest monies at its disposal according to the provisions of its constitution. The main clauses covering the operation of this are Memorandum of Association clauses 3(g):

"To raise funds, whether by the levying of subscriptions, by means of donations, by private or public appeals or otherwise, and to seek any form of assistance, sponsorship or grant from public or private sources;"

3(r):

"Subject to such conditions (if any) and such consents (if any) as may for the time being be imposed or required by law and subject also as hereinafter provided to invest and deal with the moneys of RLUK not immediately required for its purposes in or upon such investments or securities and in such manner as may from time to time be determined;"

and 3(w):

"To set aside income as a reserve against future expenditure but only in accordance with a written policy about reserves."

Our investment objectives are relatively straightforward, that is, to ensure that historically low rates of interest are counteracted in as low a risk way as possible; that is, through the mechanism of a short-term fixed-rate solution that will not jeopardise the capital invested as such. RLUK currently has £221,000 invested in a NatWest Treasury Reserve Deposit Account.

## RLUK (Research Libraries UK)

### Report of the Trustees

For the year ended 31 July 2022

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#### f. Future developments

RLUK intends to move ahead with its activities around the new strategy, *The Library Transforming*, published in January 2022.

#### Statement of responsibilities of the trustees

The trustees (who are also directors of the charity for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and of the income and expenditure of the charity for that period. In preparing those financial statements the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable UK accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with the Companies Act 2006. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Members of the charity guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up. The trustees are members of the charity but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.

#### Auditors

Godfrey Wilson Limited were reappointed as auditors to the charitable company during the year and have expressed their willingness to continue in that capacity.

Approved by the trustees on 10 February 2023 and signed on their behalf by

*Jillian L Taylor-Roe*

Jill Taylor-Roe – Treasurer

## **Independent auditors' report**

**To the members of**

**RLUK (Research Libraries UK)**

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### **Opinion**

We have audited the financial statements of RLUK (Research Libraries UK) (the 'charity') for the year ended 31 July 2022 which comprise the statement of financial activities, balance sheet, statement of cash flows and the related notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 July 2022 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

### **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### **Conclusions relating to going concern**

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

### **Other information**

The trustees are responsible for the other information. The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

## **Independent auditors' report**

### **To the members of**

#### **RLUK (Research Libraries UK)**

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In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

#### **Opinion on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the trustees' report (incorporating the directors' report) for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the trustees' report (incorporating the directors' report) have been prepared in accordance with applicable legal requirements.

#### **Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' report. We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us;
- the financial statements are not in agreement with the accounting records and returns;
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not obtained all the information and explanations necessary for the purposes of our audit.

#### **Responsibilities of the trustees**

As explained more fully in the trustees' responsibilities statement set out in the trustees' report, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as they determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

## Independent auditors' report

To the members of

### RLUK (Research Libraries UK)

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#### **Our responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The procedures we carried out and the extent to which they are capable of detecting irregularities, including fraud, are detailed below:

(1) We obtained an understanding of the legal and regulatory framework that the charity operates in, and assessed the risk of non-compliance with applicable laws and regulations. Throughout the audit, we remained alert to possible indications of non-compliance.

(2) We reviewed the charity's policies and procedures in relation to:

- Identifying, evaluating and complying with laws and regulations, and whether they were aware of any instances of non-compliance;
- Detecting and responding to the risk of fraud, and whether they were aware of any actual, suspected or alleged fraud; and
- Designing and implementing internal controls to mitigate the risk of non-compliance with laws and regulations, including fraud.

(3) We inspected the minutes of trustee meetings.

(4) We enquired about any non-routine communication with regulators and reviewed any reports made to them.

(5) We reviewed the financial statement disclosures and assessed their compliance with applicable laws and regulations.

(6) We performed analytical procedures to identify any unusual or unexpected transactions or balances that may indicate a risk of material fraud or error.

(7) We assessed the risk of fraud through management override of controls and carried out procedures to address this risk. Our procedures included:

- Testing the appropriateness of journal entries;
- Assessing judgements and accounting estimates for potential bias;
- Reviewing related party transactions; and
- Testing transactions that are unusual or outside the normal course of business.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. Irregularities that arise due to fraud can be even harder to detect than those that arise from error as they may involve deliberate concealment or collusion.

## **Independent auditors' report**

**To the members of**

**RLUK (Research Libraries UK)**

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A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

### **Use of our report**

This report is made solely to the charity's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charity's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity's members as a body, for our audit work, for this report, or for the opinions we have formed.

*Alison Godfrey*

Date: 12 February 2023

**Alison Godfrey FCA**  
**(Senior Statutory Auditor)**

For and on behalf of:

**GODFREY WILSON LIMITED**

Chartered accountants and statutory auditors

5th Floor Mariner House

62 Prince Street

Bristol

BS1 4QD

**RLUK (Research Libraries UK)****Statement of financial activities** *(incorporating an income and expenditure account)***For the year ended 31 July 2022**

	Note	Restricted £	Unrestricted £	2022 Total £	2021 Total £
<b>Income from:</b>					
Donations	3	-	347,208	<b>347,208</b>	347,208
Charitable activities	4	207,832	40,225	<b>248,057</b>	183,338
Investments		-	586	<b>586</b>	54
<b>Total income</b>		<u>207,832</u>	<u>388,019</u>	<u><b>595,851</b></u>	<u>530,600</u>
<b>Expenditure on:</b>					
Charitable activities		<u>203,439</u>	<u>382,286</u>	<u><b>585,725</b></u>	<u>380,195</u>
<b>Total expenditure</b>	5	<u>203,439</u>	<u>382,286</u>	<u><b>585,725</b></u>	<u>380,195</u>
<b>Net income and movement in funds</b>	7	4,393	5,733	<b>10,126</b>	150,405
<b>Reconciliation of funds:</b>					
Total funds brought forward		<u>49,698</u>	<u>482,202</u>	<u><b>531,900</b></u>	<u>381,495</u>
<b>Total funds carried forward</b>		<u><u>54,091</u></u>	<u><u>487,935</u></u>	<u><u><b>542,026</b></u></u>	<u><u>531,900</u></u>

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in note 15 to the accounts.

## RLUK (Research Libraries UK)

### Balance sheet

As at 31 July 2022

	Note	£	2022 £	2021 £
<b>Fixed assets</b>				
Tangible assets	10		<b>4,605</b>	1,522
<b>Current assets</b>				
Debtors	11	<b>35,513</b>		50,450
Cash at bank and in hand		<b>552,882</b>		552,832
		<b>588,395</b>		603,282
<b>Liabilities</b>				
Creditors: amounts falling due within 1 year	12	<b>(50,974)</b>		(72,904)
<b>Net current assets</b>			<b>537,421</b>	530,378
<b>Net assets</b>	14		<b>542,026</b>	531,900
<b>Funds</b>	15			
Restricted funds			<b>54,091</b>	49,698
Unrestricted funds				
Designated funds			<b>21,739</b>	22,797
General funds			<b>466,196</b>	459,405
<b>Total charity funds</b>			<b>542,026</b>	531,900

These accounts have been prepared in accordance with the special provisions applicable to companies subject to the small companies' regime.

Approved by the trustees on 10 February 2023 and signed on their behalf by

*Jillian L Taylor-Roe*

Jill Taylor-Roe - Treasurer

## RLUK (Research Libraries UK)

### Statement of cash flows

For the year ended 31 July 2022

	2022	2021
	£	£
<b>Cash used in operating activities:</b>		
Net movement in funds	10,126	150,405
Adjustments for:		
Depreciation charges	732	307
Dividends, interest and rent from investments	(586)	(54)
Decrease / (increase) in debtors	14,937	(10,266)
Increase / (decrease) in creditors	<u>(21,930)</u>	<u>16,854</u>
<b>Net cash provided by operating activities</b>	<u>3,279</u>	<u>157,246</u>
<b>Cash flows from investing activities:</b>		
Purchase of tangible fixed assets	(3,815)	(1,602)
Dividends, interest and rent from investments	<u>586</u>	<u>54</u>
<b>Net cash used in investing activities</b>	<u>(3,229)</u>	<u>(1,548)</u>
<b>Increase in cash and cash equivalents in the year</b>	<b>50</b>	155,698
Cash and cash equivalents at the beginning of the year	<u>552,832</u>	<u>397,134</u>
<b>Cash and cash equivalents at the end of the year</b>	<u><u>552,882</u></u>	<u><u>552,832</u></u>

The charity has not provided an analysis of changes in net debt as it does not have any long term financing arrangements.

## RLUK (Research Libraries UK)

### Notes to the financial statements

#### For the year ended 31 July 2022

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#### 1. Accounting policies

##### a) Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities in preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

RLUK (Research Libraries UK) meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

##### b) Going concern basis of accounting

The accounts have been prepared on the assumption that the charity is able to continue as a going concern, which the trustees consider appropriate having regard to the current level of unrestricted reserves. There are no material uncertainties about the charity's ability to continue as a going concern.

##### c) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Contract income is deferred to the period in which services are delivered.

Income from the government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Member subscriptions are recognised over the period to which the income relates. Sponsorship or ticket income received in advance of conferences is deferred until the conference takes place.

##### d) Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity: this is normally upon notification of the interest paid or payable by the bank.

##### e) Funds accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

##### f) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

## RLUK (Research Libraries UK)

### Notes to the financial statements

#### For the year ended 31 July 2022

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#### 1. Accounting policies (continued)

##### f) Expenditure and irrecoverable VAT (continued)

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

##### g) Grants payable

Grants which have been authorised and paid are included as expenditure in the Statement of Financial Activities. Grants which have been authorised but not yet paid are accrued in the balance sheet and are included within creditors falling due within one year or after one year (as appropriate).

##### h) Allocation of support and governance costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Governance costs are the costs associated with the governance arrangements of the charity, including the costs of complying with constitutional and statutory requirements and any costs associated with the strategic management of the charity's activities. There has been no staff time spent on raising funds in either the current or prior year. Support and governance costs are therefore allocated in full to charitable activities.

##### i) Tangible fixed assets

Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

Equipment and furniture	25% straight line
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##### j) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

##### k) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

##### l) Creditors

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

##### m) Financial instruments

The charitable company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently recognised at amortised cost using the effective interest method.

## RLUK (Research Libraries UK)

### Notes to the financial statements

For the year ended 31 July 2022

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#### 1. Accounting policies (continued)

##### m) Accounting estimates and key judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and underlying assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.

There are no sources of estimation uncertainty in these financial statements.

#### 2. Prior period comparatives: statement of financial activities

	Restricted £	Unrestricted £	2021 Total £
<b>Income from:</b>			
Donations	-	347,208	<b>347,208</b>
Charitable activities	128,799	54,539	<b>183,338</b>
Investments	-	54	<b>54</b>
<b>Total income</b>	<b>128,799</b>	<b>401,801</b>	<b>530,600</b>
<b>Expenditure on:</b>			
Charitable activities	88,970	291,225	<b>380,195</b>
<b>Total expenditure</b>	<b>88,970</b>	<b>291,225</b>	<b>380,195</b>
<b>Net income and movement in funds</b>	<b>39,829</b>	<b>110,576</b>	<b>150,405</b>

#### 3. Income from donations

	Restricted £	Unrestricted £	2022 Total £	2021 Total £
Subscriptions	-	347,208	<b>347,208</b>	347,208

All income from subscriptions in 2021 was unrestricted.

RLUK (Research Libraries UK)

Notes to the financial statements

For the year ended 31 July 2022

4. Income from charitable activities

	Restricted £	Unrestricted £	2022 Total £
Conferences	-	40,225	40,225
AHRC Scoping Study	7,832	-	7,832
Grants	200,000	-	200,000
<b>Total income from charitable activities</b>	<b>207,832</b>	<b>40,225</b>	<b>248,057</b>

Prior period comparative:

	Restricted £	Unrestricted £	2021 Total £
Conferences	-	54,539	54,539
AHRC Scoping Study	88,799	-	88,799
Grants	40,000	-	40,000
<b>Total income from charitable activities</b>	<b>128,799</b>	<b>54,539</b>	<b>183,338</b>

5. Total expenditure

	Charitable activities £	Support and governance £	2022 Total £
Audit and accountancy	-	19,125	19,125
Conference costs	22,436	-	22,436
Grants payable (note 6)	194,125	-	194,125
Irrecoverable VAT	1,797	-	1,797
Member network costs	600	-	600
Office costs	-	16,644	16,644
Other governance costs	-	5,697	5,697
Outreach/subscriptions	755	-	755
Professional fees	-	8,318	8,318
Staff costs (note 8)	222,435	65,199	287,634
Strategic development costs	20,269	-	20,269
Travel and subsistence	8,325	-	8,325
<b>Sub-total</b>	<b>470,742</b>	<b>114,983</b>	<b>585,725</b>
Allocation of support and governance costs	114,983	(114,983)	-
<b>Total expenditure</b>	<b>585,725</b>	<b>-</b>	<b>585,725</b>

Total governance costs were £11,197 (2021: £5,050).

RLUK (Research Libraries UK)

Notes to the financial statements

For the year ended 31 July 2022

5. Total expenditure (continued)

Prior period comparative:

	Charitable activities £	Support and governance £	2021 Total £
Audit and accountancy	-	17,240	17,240
Conference costs	16,194	-	16,194
Member network costs	3,484	-	3,484
Office costs	-	14,349	14,349
Outreach/subscriptions	1,105	-	1,105
Professional fees	-	2,597	2,597
Staff costs (note 8)	192,209	59,073	251,282
Strategic development costs	73,944	-	73,944
<b>Sub-total</b>	286,936	93,259	380,195
Allocation of support and governance costs	93,259	(93,259)	-
<b>Total expenditure</b>	<b>380,195</b>	<b>-</b>	<b>380,195</b>

6. Grants payable

During the year, 10 grants were awarded to 10 organisations to fund professional practice fellowships.

	2022 £	2021 £
Grants payable to institutions:		
University of Sussex	20,000	-
University of Leeds	19,999	-
Cardiff University	19,990	-
Manchester Metropolitan University	19,978	-
The British Library	19,968	-
University of Cambridge	19,963	-
Durham University	19,914	-
University of Hull	19,824	-
University of Lincoln	18,983	-
Leeds Beckett University	15,506	-
	<b>194,125</b>	<b>-</b>

## RLUK (Research Libraries UK)

### Notes to the financial statements

#### For the year ended 31 July 2022

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#### 7. Net movement in funds

This is stated after charging:

	<b>2022</b>	2021
	£	£
Depreciation	<b>732</b>	307
Trustees' remuneration	<b>Nil</b>	Nil
Trustees' reimbursed expenses	<b>Nil</b>	Nil
Auditors' remuneration:		
▪ Statutory audit (excluding VAT)	<b><u>5,500</u></b>	<b><u>5,050</u></b>

#### 8. Staff costs and numbers

All staff are employed by the University of London. Staff costs are recharged to RLUK. The total staff costs (including employer national insurance and pension contributions) are as follows:

	<b>2022</b>	2021
	£	£
Staff costs recharged from University of London	<b><u>287,634</u></b>	<b><u>251,282</u></b>

The average staff head count was 4 (2021: 4).

#### 9. Taxation

The charity is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

RLUK (Research Libraries UK)

Notes to the financial statements

For the year ended 31 July 2022

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10. Tangible fixed assets

	Equipment and furniture £
<b>Cost</b>	
At 1 August 2021	9,589
Additions in year	3,815
Disposals	<u>(7,739)</u>
At 31 July 2022	<u>5,665</u>
<b>Depreciation</b>	
At 1 August 2021	8,067
Charge for the year	732
On disposals	<u>(7,739)</u>
At 31 July 2022	<u>1,060</u>
<b>Net book value At 31 July 2022</b>	<u><u>4,605</u></u>
At 31 July 2021	<u><u>1,522</u></u>

11. Debtors

	2022 £	2021 £
Trade debtors	16,083	25,486
Prepayments and accrued income	8,006	6,456
VAT	<u>11,424</u>	<u>18,508</u>
	<u><u>35,513</u></u>	<u><u>50,450</u></u>

12. Creditors : amounts due within 1 year

	2022 £	2021 £
Trade creditors	32,999	33,580
Accruals	9,593	6,129
Deferred income (see note 13)	5,000	31,600
Other creditors	<u>3,382</u>	<u>1,595</u>
	<u><u>50,974</u></u>	<u><u>72,904</u></u>

## RLUK (Research Libraries UK)

### Notes to the financial statements

For the year ended 31 July 2022

#### 13. Deferred income

	<b>2022</b>	2021
	£	£
At 1 August 2021	<b>31,600</b>	9,384
Deferred during the year	-	31,600
Released during the year	<b>(26,600)</b>	(9,384)
At 31 July 2022	<b><u>5,000</u></b>	<b><u>31,600</u></b>

Deferred income relates to subscription income and RLUK & AHRC scoping study invoiced in advance.

#### 14. Analysis of net assets between funds

	Restricted funds £	Designated funds £	General funds £	Total funds £
Tangible fixed assets	-	-	4,605	<b>4,605</b>
Current assets	59,091	21,739	507,565	<b>588,395</b>
Creditors due within one year	(5,000)	-	(45,974)	<b>(50,974)</b>
<b>Net assets at 31 July 2022</b>	<b><u>54,091</u></b>	<b><u>21,739</u></b>	<b><u>466,196</u></b>	<b><u>542,026</u></b>
<b>Prior period comparative</b>	Restricted funds £	Designated funds £	General funds £	Total funds £
Tangible fixed assets	-	-	1,522	<b>1,522</b>
Current assets	49,698	22,797	530,787	<b>603,282</b>
Creditors due within one year	-	-	(72,904)	<b>(72,904)</b>
<b>Net assets at 31 July 2021</b>	<b><u>49,698</u></b>	<b><u>22,797</u></b>	<b><u>459,405</u></b>	<b><u>531,900</u></b>

## RLUK (Research Libraries UK)

### Notes to the financial statements

For the year ended 31 July 2022

#### 15. Movements in funds

	At 1 August 2021 £	Income £	Expenditure £	At 31 July 2022 £
<b>Restricted funds</b>				
Fellowships	5,198	-	(1,482)	<b>3,716</b>
National Archives	4,500	-	-	<b>4,500</b>
EBSCO	40,000	-	-	<b>40,000</b>
AHRC Fellowships	-	200,000	(194,125)	<b>5,875</b>
AHRC	-	7,832	(7,832)	-
<b>Total restricted funds</b>	<b>49,698</b>	<b>207,832</b>	<b>(203,439)</b>	<b>54,091</b>
<b>Unrestricted funds</b>				
<i>Designated funds:</i>				
DCDC conference	22,797	15,750	(16,808)	<b>21,739</b>
<i>Total designated funds</i>	<b>22,797</b>	<b>15,750</b>	<b>(16,808)</b>	<b>21,739</b>
General funds	459,405	372,269	(365,478)	<b>466,196</b>
<b>Total unrestricted funds</b>	<b>482,202</b>	<b>388,019</b>	<b>(382,286)</b>	<b>487,935</b>
<b>Total funds</b>	<b>531,900</b>	<b>595,851</b>	<b>(585,725)</b>	<b>542,026</b>

#### Purposes of restricted funds

##### *Professional Fellowships Scheme*

This fund represents funds received from The National Archives to facilitate knowledge sharing between RLUK and The National Archives.

##### *The National Archives*

This fund represents funds received from The National Archives to undertake a number of joint activities with RLUK.

##### *EBSCO*

This fund represents monies received from EBSCO for the purpose of developing a number of events and projects around the open source FOLIO services platform.

##### *AHRC Fellowships*

This fund supports the AHRC-RLUK Professional Practice Fellowship Scheme, which is designed to develop and promote research capacity, capability, and confidence amongst colleagues working across the research and academic library community

##### *AHRC*

This fund represents monies received from AHRC for a number of projects including and related to the joint scoping study on the role of libraries in the production of research.

## RLUK (Research Libraries UK)

### Notes to the financial statements

For the year ended 31 July 2022

#### 15. Movements in funds (continued)

##### Purposes of designated funds

###### DCDC conference

Funds ringfenced from the DCDC conference.

Prior period comparative	At 1 August 2020 £	Income £	Expenditure £	At 31 July 2021 £
<b>Restricted funds</b>				
Fellowships	5,369	-	(171)	<b>5,198</b>
National Archives	4,500	-	-	<b>4,500</b>
EBSCO	-	40,000	-	<b>40,000</b>
AHRC	-	88,799	(88,799)	-
<b>Total restricted funds</b>	<b>9,869</b>	<b>128,799</b>	<b>(88,970)</b>	<b>49,698</b>
<b>Unrestricted funds</b>				
<i>Designated funds:</i>				
DCDC conference	-	34,150	(11,353)	<b>22,797</b>
<i>Total designated funds</i>	-	34,150	(11,353)	<b>22,797</b>
General funds	371,626	367,651	(279,872)	<b>459,405</b>
<b>Total unrestricted funds</b>	<b>371,626</b>	<b>401,801</b>	<b>(291,225)</b>	<b>482,202</b>
<b>Total funds</b>	<b>381,495</b>	<b>530,600</b>	<b>(380,195)</b>	<b>531,900</b>

#### 16. Related party transactions

Due to the nature of the charitable company's activities and the composition of the Board it is inevitable that transactions may take place with organisations in which a member of the Board may have an interest. All transactions involving organisations in which a member of the Board may have an interest are conducted at arm's length and in accordance with the respective organisations normal procurement procedures.