

RLUK (RESEARCH LIBRARIES UK)

England & Wales · Charity number 1026543

Details

Other names	CURL, RESEARCH LIBRARIES UK
Status	Registered
Legal form	Charitable company
Company number	02733294
Registered	1993-09-28
Register	View on the Charity Commission register

Contact

Address	Rluk Room 257 Senate House Malet Street London WC1E 7HU
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Website	www.rluk.ac.uk

Activities

Objects: TO MAINTAIN, IMPROVE AND PROMOTE LIBRARY RESOURCES AND SERVICES FOR RESEARCH.

Activities: RLUK's primary purpose is to increase the ability of research libraries to support the research community in the United Kingdom, and beyond.

Classification

- **How:** Provides Human Resources, Provides Services, Provides Advocacy/advice/information, Acts As An Umbrella Or Resource Body
- **What:** Education/training, Arts/culture/heritage/science
- **Who:** Other Defined Groups

Geography

- Throughout England And Wales

Finances

Period end	Income	Expenditure	Assets	Employees
2025-07-31	£590,173	£557,003	£668,861	4
2024-07-31	£414,866	£459,692	-	-
2023-07-31	£770,370	£631,879	£680,517	4
2022-07-31	£595,851	£585,725	£542,026	4
2021-07-31	£530,600	£380,195	£531,900	4

Trustees

Name	Role	Appointed
Jane Louise Harvell	Chair	2021-03-19
Catherine Louise Price		2021-03-19
Christopher Bruce Cipkin		2025-03-19
Dr Catherine Teresa Eagleton		2024-03-20
Dr Catriona Cannon		2025-03-19
Edmund James Thomas Fay		2023-03-23
James Gordon Anthony-Edwards		2025-03-19
Jane O'Neill		2026-03-25
Josh Simbai Aaron Sendall		2026-03-25
Kirsty Lingstadt		2023-03-23
Wendy Heather White		2025-03-19

Accounts

Company no. 02733294
Charity no. 1026543

RLUK (Research Libraries UK)
Report and Audited Financial Statements
31 July 2025

RLUK (Research Libraries UK)

Reference and administrative details

For the year ended 31 July 2025

Company number 02733294

Charity number 1026543

Registered office and operational address Room 257
Senate House
Malet Street
London
WC1E 7HU

Trustees 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	Resigned 14 February 2025
C Cannon	Appointed 19 March 2025
C Cipkin	Appointed 19 March 2025
D Cutress	Resigned 19 March 2025
C Eagleton	
C Price	
E Fay	Treasurer (from 19 March 2025)
J Anthony-Edwards	Appointed 19 March 2025
J Harvell	Chair (from 19 March 2025)
J Taylor-Roe	Treasurer (resigned 19 March 2025)
J Upton	
K Lingstadt	
M Khokhar	Chair (resigned 19 March 2025)
T Stanley	Resigned 19 March 2025
W White	Appointed 19 March 2025

Chief executive officer and company secretary D Prosser

Staff W Nixon, Deputy Executive Director
C Kamposiori, Executive Programme Officer
M Cheung, Executive Assistant

Bankers National Westminster Bank plc
8 Park Row
Leeds
LS1 1QS

Solicitors Veale Wasbrough Vizards
Second Floor
3 Brindley Place
Birmingham
B1 2JB

Auditors 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 2025

The Trustees of Research Libraries UK (RLUK) present their annual report together with the financial statements for 1 August 2024 to 31 July 2025.

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 15 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 39 major research institutions:

University of Aberdeen
University of Birmingham
University of Bristol
British Library
University of Cambridge
Cardiff University
Durham University
University of East Anglia
University of Edinburgh
University of Exeter
University of Glasgow
Imperial College London
King's College London
Lancaster University
University of Leeds
University of Leicester
University of Liverpool
University of London
London School of Economics and Political Science
University of Manchester
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
SOAS University of London

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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, normally 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 (AGM).

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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For the year ended 31 July 2025

g. Risks

A Risk Register outlining potential risks to the charity is maintained by the Executive and is reviewed regularly throughout the year by the Board. Risks include environmental, business, financial and operational factors. Where issues are identified, appropriate means to address them are introduced.

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 current 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
- **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.

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For the year ended 31 July 2025

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.

Achievements and performance **libraries X research**

RLUK champions the pivotal contribution libraries make to the research process, as enablers, partners and pioneers of research excellence. The roles played by research libraries are continually changing: for their users, within their institutions, and amongst their communities. RLUK works 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.

RLUK launched libraries X research in November 2024 which has brought together all our work to champion libraries and their vital contribution to research, including our partnerships with AHRC and The National Archive.

RLUK continued its joint work with AHRC under the Research Engagement Programme (REP) – a series of activities that include the Professional Practice Fellowship Scheme (PPFS) and Research Catalyst Cohort Programme (RCC) – that help support our members and the wider academic and research library community in developing and promoting research capacity, capability, and confidence amongst their staff. To date REP has distributed £425K of grants to institutions supporting 19 PPFS fellows to undertake research projects and £30K for the RCC which has helped 33 colleagues from RLUK and other institutions to develop their knowledge and skills in submitting research funding applications. Three colleagues from the first RCC programme joined the second Fellows scheme.

In May 2025, we celebrated the second round of PPFS research projects with an event in London. Fellows presented their research projects to Library Directors, project mentors, and to colleagues representing the major research funders in the sector: Arcadia, ESRC, Arts Council England, Wellcome Trust, and the Rothschild Foundation.

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RLUK will continue to take this work forward through our Research Shift Programme (RSP). This provides a space to empower and support librarians, archivists, information professionals, and colleagues across the Galleries, Libraries, Archives, and Museums (GLAM) sector to actively engage in research. The first series of RSP events (April to June 2025) explored the concept of research, overcoming structural barriers, and practical strategies for initiating and sustaining research projects.

Digital Shift

RLUK supports its members to seize the collective opportunities and face the shared challenges that new and emerging technologies and methodologies bring. We do so with an emphasis on openness, inclusivity, and sustainability through the Digital Shift.

Digital Shift Forum

RLUK's Digital Shift Working Group (DSWG) met throughout the year to discuss the ongoing delivery of the digital shift manifesto's delivery plan and to begin planning for a fourth series of the Digital Shift Forum. This commenced in October 2024 with a short series on openness and repository infrastructures, exploring the role of repositories in a wider open research ecosystem, opportunities and issues around open infrastructure for research and its implementation in research libraries, and the impact of AI on infrastructure development. The forum also took a broad look at sustainability for libraries: environmental impacts, sustainability of knowledge, and sustainability of our services and systems.

Digital Shift Maturity Survey AI Analysis

In June 2023, the DSWG launched an RLUK-wide survey to establish the level of Digital Shift Maturity across members, related to the shift to digital, the shift within digital, and the equitable shift. In early 2025 the survey was re-analysed using ChatGPT to compare it to the original analysis and to explore the suitability of AI for this work. We wanted to explore these new models and platforms to help gain new insights into work we have already done, and develop expertise and understanding about what can (and can't be done) with surveys. This work was also done in the spirit of the survey which identified "Engaging with AI as a Transformative Technology" as an area which was recognised as less mature. A revised summary report on Zenodo highlighting key themes and gaps which provides a mix of affirmation of the original analysis in addition to some value added insights.

Cyber-resilience

In today's interconnected digital research landscape, cyber incidents are now a clear and present risk for libraries (it may not be "if" but "when"). In recent years public libraries, national libraries and universities have all experienced incidents. Cyber-resilience is critical for research libraries which provide access to rich and unique collections, support open scholarship, and provide essential research infrastructure. RLUK is uniquely placed to address this and to convene a Task and Finish Group drawing on experiences from members and in turn supporting its members with practical steps, recommendations and guidance.

The Cyber-resilience Task and Finish Group was launched in October 2024 and over the course of the year the group developed a leadership framework which recognised that cyber-resilience is not just a technical challenge, but a strategic, cultural and organisational one. The framework is based on a four-part cyber incident lifecycle model of Readiness, Response, Recovery, and Review and each stage will provide practical steps and recommendations to help research libraries be more cyber-resilient.

Scholarly Communications

RLUK works with members and Jisc to deliver sustainable deals with journal publishers that promote efficiency, value-for-money, and equity in terms of access to content and publishing venues. During 2024 and 2025 the HE sector decided on negotiating criteria and engaged with the five largest publishers. As part of our responsibility to convene the membership we have continued to hold monthly virtual town halls. These are a constructive forum for members to discuss ongoing publisher

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negotiations and issues around future models, including for increased open access content, and to establish collective priorities and concerns.

As a representative body, RLUK participates in a number of national and international committees and working groups moving open scholarship forward, including the Jisc Research Licensing Strategy Group, the Jisc Publisher Negotiations Expert Group and the Jisc Learning Content Expert Group, and is also a member of the Open Research Competencies Coalition (ORCC).

We engage with funding bodies to ensure RLUK members are able to help fulfil open access mandates, including ensuring an effective rights environment to enable openness. RLUK also convenes an Open Access Publisher Process Group (OAPP), which met during the year to discuss issues around publisher workflows.

Recognising our work around open access, David Prosser was invited to Chair the Board of the Directory of Open Access Journals.

Strengthening Inclusive Practice

RLUK members are committed to creating and maintaining inclusive organisations, structures, and spaces which celebrate diversity, welcome difference, and embed positive change. RLUK works with its members, stakeholders, and partners to take actions across our community that challenge structural inequalities and biases in collections, services, and access.

RLUK's Special Collections and Heritage Network (SCHN) published a position paper in February 2025 on 'Equity, diversity, and inclusion in the research library: a special and heritage collections perspective'. The paper underlined RLUK's strong commitment to the values of equity, diversity, and inclusion and presented a set of objectives which will help member libraries and others work towards achieving EDI goals from a special and heritage collections perspective.

RLUK Decolonisation Group

The RLUK Decolonisation Group, consisting of members of the RLUK Special Collections and Heritage Network (SCHN) and the Collections Strategy Network (CSN), as well as other RLUK colleagues with expertise in the area of collection-based decolonisation began meeting in January 2022 to discuss issues of common interest for research libraries in this area. During 2024-2025, the RLUK Decolonisation Group worked to deliver another successful season of the RLUK Inclusive Collections, Inclusive Libraries seminar series as well as identify and begin the development of a new initiative that will support RLUK members in the area of skills development for staff involved in collection-based decolonisation. Its work aims to foster shared understanding, shape strategic direction, and clarify the roles and criteria involved in decolonising collections, ultimately helping research libraries develop more equitable and inclusive approaches to their collections and services.

Inclusive Collections, Inclusive Libraries

The Inclusive Collections, Inclusive Libraries (ICIL) seminar series aim to foster conversation around decolonisation and inclusive practice in collecting, describing, presenting, and engaging with content in research library collections. The seminar series held a number of talks during the year that explored the challenges around decolonisation within libraries as well as a number of issues concerning the development of inclusive and diverse collections. Delegates had the opportunity to hear case studies and talks on the use of digital storytelling and digital platforms for engagement and co-curation with underrepresented groups, on overcoming gender biased language when developing inclusive collections, and the nature of 'community' and its role for research libraries and their collections. Over the period 2024-2025, the seminar series attracted over 1,300 registrations from participants across the UK and internationally, including attendees from Europe, Canada, the United States, Australia, New Zealand, and South Africa.

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Collective Collections

UK Print Book Collection (UK-PBC)

Ensuring the efficient management of print collections has become critical for libraries as pressure on space grows and as access to online resources increases. This has led to strong demand for a collaborative approach to ensure preservation and access for future scholars. Over the past year the Collections Strategy Network put in place the foundations for a national agreement for libraries to work together to retain sufficient print copies across the UK to preserve access to content. This work has been formalised through a partnership with SCONUL, the British Library, and Jisc, to form the UK Distributed Book Collection (UK-PBC).

In March 2025, a Programme Manager, Joanna Little, was appointed to build on the work already undertaken and to move UK PBC to business-as-usual. The scheme was officially launched in October 2025.

Green Libraries

In August 2024, RLUK formally joined the Green Libraries Campaign, which is a UK-wide, cross-sector programme focused on the contribution of librarians, information, and knowledge professionals to the sustainability agenda and increasing awareness of environmental issues for the wider public by providing accessible resources and events.

RLUK members have significant physical and digital estates, both of which offer challenges in moving towards net zero targets. From large library buildings at the heart of university campuses to extensive digital holdings we seek to meet the information needs of users in a sustainable and responsible manner. RLUK is pleased to be working with Green Libraries partners to help support our members and the wider sector around this key issue of sustainability.

Green Libraries Week ran from 7 to 13 October 2024 and was followed by the second Green Libraries Conference at the British Library's Knowledge Centre on 25 November 2024, for which RLUK contributed to the organising committee.

Partner relationships

British Library

RLUK continues to support the British Library's Open and Engaged. Conference as part of Open Access Week. Open and Engaged 2024 was entitled Empowering Communities to Thrive in Open Scholarship. The event centred on leveraging the power of communities in the axis of open scholarship, open infrastructure, emerging technologies, collections as data, equity and integrity, skills development and sustainable models to elevate research of all kinds for the public good.

The British Library continues to be a key partner through both work on the green agenda and through activity to support the UK Print Book Collection.

The National Archives (TNA)

RLUK has continued to work closely with TNA on the TNA-RLUK Professional Fellowship Scheme, which facilitates shared learning between TNA and individual RLUK members with the purpose of overcoming some of the collective challenges facing research and cultural organisations. Fellows for the sixth (2025-26) round of the Professional Fellowship scheme were announced in July 2025, with their projects investigating pressing issues around the long-term accessibility and preservation of library and archival content as well as the development of inclusive collections.

Jisc

RLUK has continued to work closely with Jisc, being represented on the the Research Licensing Strategy Group, the Publisher Negotiations Expert Group, Learning Content Expert Group, OA Stakeholders Group, Library Hub Community Advisory Board, Digitisation for Digital Scholarship project working group, and Digital Archival Collections working group.

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Jisc is a key partner in the delivery of the UK Print Book Collection.

IARLA

We continued to work with international partners under the framework of the International Alliance of Research Library Associations (IARLA). IARLA met throughout the year to discuss the effect of AI on libraries, support for open infrastructure, and EDI issues. The IARLA Virtual Reading Room Working Group also met to focus on issues around the sustainability of VRR and VTS services as well as on international developments in the area.

UK Reproducibility Network (UKRN)

RLUK is an affiliate member of the UK Reproducibility Network (UKRN) and joined their Stakeholder Engagement Group (SEG) in 2024, as the only library organisation in the SEG. RLUK represents its members and provides a voice for Research Libraries in wider discussions with other stakeholders including publishers, researchers and funders on research reproducibility. These have included discussions around how we could collectively enable better research practices and rewards, and where this work and these roles intersect with other parts of the research ecosystem which libraries play a critical role in.

RLUK and the Hidden REF

RLUK is a supporter of the Hidden REF. The hidden REF is challenging preconceptions about which roles are important in research and libraries have many hidden roles. RLUK supported The Hidden REF's successful proposal to the Research England Development Fund. RLUK also shares the Hidden REF's belief that we will advance research if we recognise the contribution of everyone involved in the conduct of research. RLUK actively participated in the Hidden REF competition in 2024 as a reviewer. This was a community-driven, national event that raised awareness of NTOs and hidden roles, and provided a platform for understanding them.

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. Co-convenors of the network during this period were Phil Cheeseman (Lancaster) and Ruth Murphy (King's College London).

The ADN met regularly during a series of monthly informal catch-up sessions, which provide valuable touchpoints for meeting new members and providing broader network support.

The ADN launched a pilot reciprocal mentoring scheme in February 2025. This scheme established mentoring partnerships for 11 members of the Associate Directors Network and early career library staff, who work at other member institutions. The scheme explored themes related to career journeys and career development and is part of the wider work being undertaken by the network on workforce development.

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. Suzy Cheeke (Bristol) and Jane Saunders (Leeds) were co-convenors for the CSN until the end of 2024, when they were succeeded by Ruth Dale (Nottingham) and Sarah Thompson (York).

The network met both in person and virtually during the year to discuss updates from the various sub-groups including ILL, Metadata and Open Infrastructure as well as Print Storage and OA Monographs.

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For the year ended 31 July 2025

The group also discussed next steps with ACS, UK PBC and the Big Five Publishers. The network also hosted a monthly Read & Publish Coffee Morning with participation from the OSN and OAPP.

Digital Scholarship Network (DSN)

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, by Lesley Gray (Cambridge) and Jodie Double (Leeds). Jodie became co-convenor of the DSN from January 2025 when Gavin Boyce (Sheffield) stepped down.

The DSN continued to meet regularly with a mix of in person and online, informal virtual cafe sessions. These provide an opportunity for meeting new members and providing broader network support. DSN members have also shared and updated their platforms and digital scholarship benchmarking inventories.

Events included the results of the Digital Shift Maturity Survey and a joint SCHN/DSN hybrid meeting which took place in Glasgow on Thursday 10 October on the topic of AI in Special Collections and Heritage.

DSN colleagues continued to collaborate with the US Digital Library Federation for a Digital Transatlantic Skills meeting on Critical AI Literacy in October 2024.

New Directors' Network (NDN)

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 well-used group mailing list, the NDN met virtually and in-person throughout the year.

Open Strategy Network (OSN)

The RLUK Open Strategy Network (OSN) was launched in 2022 as a professional peer network for RLUK members leading Scholarly Communication, Open Science, Open Research, Open Scholarship and related activities within member libraries. The network was co-convened by James Bisset (Durham) and Ruth Mallialieu (Oxford) during 2024/25.

Key topics investigated through the year included support for green OA and repository infrastructure.

Special Collections and Heritage Network (SCHN)

The RLUK Special Collections and Heritage Network (SCHN) is a professional peer network for RLUK colleagues leading cultural heritage activities within member libraries. Kevin Bacon (Collections Senior Manager, University of Sussex) and Angela Houghton (Associate Director, Cultural Collections and One University, University of Sheffield) will be leading the SCHN over the next 2 years. The SCHN met regularly during the year and discussed equity, diversity and inclusion (EDI) principles, sustainability, and creative approaches to engagement. They also published a position paper on 'Equity, diversity, and inclusion in the research library: a special and heritage collections perspective'.

Meetings

RLUK Members' Meeting

The 2024 RLUK Members' Meeting was hosted by the University of Edinburgh on 7-8 November 2024. The Meeting opened on the afternoon of 7 November with a session on Values and Voices, sharing RLUK's new values: Ambitious, Collaborative and Ethical and hearing from colleagues who weren't able to join the meeting. The second day focused on Horizons with a mix of AI, from Gavin McLachlan (Edinburgh) and Ben Johnson (Strathclyde) with insights around research innovation.

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RLUK25 Conference

The RLUK25 Conference, Champions of knowledge: Libraries as beacons of trust and integrity was held in person at Spaces at the Spine in Liverpool, 19-21 March 2025. The Conference explored the philosophical and pragmatic challenges for research libraries and their role in upholding the values of trust and integrity.

This was the first in person RLUK conference since 2019. Keynote talks were delivered by Lucy Everest (University of Liverpool) and Christopher Smith (AHRC) as well as Ciaran Talbot (University of Manchester), Mahaletchumy Arujanan (International Service for the Acquisition of Agribiotech Applications) & Emmanuel Boakye (founder, African Reproducibility Network). Michelle Charters, Head of the International Slavery Museum closed the conference.

Presentations and Publications Conferences

Kamposiori, Christina, "Virtual Reading Rooms: transforming access to collections through remote technologies", Archives West Midlands 'Digital Progress Programme' Virtual Seminar, 13 March 2024.

Kamposiori, Christina, "Embedding diversity and inclusion in research library recruitment practices", CALC25: Critical Approaches to Libraries Virtual Conference, 13-15 May 2025.

Kamposiori, Christina, "Equality, diversity, and inclusion in the research library: looking at recruitment practices", Neurodivergent Library and Information Staff Network Virtual Event, 10 July 2025.

Nixon, William, "Next Generation Repositories" Open Learning: Open Science, Open Libraries, Madrid, Spain, 1 October 2024.

Nixon, William, "The Value of Informal Professional Networks for Developing Leaders: A Case Study from the LIBER Emerging Leaders Programme" LIBER 2025, Lausanne, Switzerland, 2 July 2025.

Publications

Nixon, William, "Revisiting the RLUK Digital Shift Maturity Survey: Reflections on the Use of ChatGPT 4o", 28 July 2025, RLUK Blog.

Prosser, David, "End of big deals is a chance to build a better publishing system", 22 January 2025, Research Professional.

Prosser, David, "Looking to the Future – Mapping the Environment for Research Libraries" 14 August 2025, RLUK Blog.

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 mechanisms for managing risks are through the maintenance of a risk register that is regularly reviewed by the Board.

b. Financial review

The net income for the financial year amounted to £33,170 (2024: £44,826 deficit). 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.

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

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 was set by the Board at its meeting of 10 February 2023. It was agreed that the total assets of RLUK (across all accounts and investments) should not fall below £300,000. 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 2025 were £465,291 (2024: £480,580).

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-

RLUK (Research Libraries UK)

Report of the Trustees

For the year ended 31 July 2025

term fixed-rate solution that will not jeopardise the capital invested as such. RLUK currently has £550,000 invested in a Natwest Treasury Reserve Deposit Account.

f. Future developments

The current RLUK strategy, The Library Transforming, runs until the end of 2025. RLUK will publish an ambitious new five-year strategy for 2026-2030 in early 2026, together with a set of specific actions and projects for the year.

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.

RLUK (Research Libraries UK)

Report of the Trustees

For the year ended 31 July 2025

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 20 February 2026 and signed on their behalf by

E Fay

Ed Fay – Treasurer

Independent auditors' report

To the members of

RLUK (Research Libraries UK)

Opinion

We have audited the financial statements of RLUK (Research Libraries UK) (the 'charity') for the year ended 31 July 2025 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 2025 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 the provisions available for small entities, in the circumstances set out in note 8 to the financial statements, 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 other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information. 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)

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, which includes the directors' report prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report included within the trustees' 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 company and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within 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; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the trustees' report and from the requirement to prepare a strategic report.

Responsibilities of the trustees

As explained more fully in the trustees' responsibilities statement set out in the trustees' report, the trustees (who are also the directors of the charitable company for the purposes of company law) 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 the trustees 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)

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)

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. 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.

William Guy Blake

Date: 23 February 2026

William Guy Blake ACA
(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 2025

				2025	Restated
	Note	Restricted £	Unrestricted £	Total £	2024 Total £
Income from:					
Charitable activities	3	100,000	434,363	534,363	392,678
Other trading	4	-	32,400	32,400	3,000
Investments	5	-	23,410	23,410	19,188
Total income		<u>100,000</u>	<u>490,173</u>	<u>590,173</u>	<u>414,866</u>
Expenditure on:					
Charitable activities		<u>39,541</u>	<u>517,462</u>	<u>557,003</u>	<u>459,692</u>
Total expenditure	6	<u>39,541</u>	<u>517,462</u>	<u>557,003</u>	<u>459,692</u>
Net income / (expenditure)		60,459	(27,289)	33,170	(44,826)
Transfers between funds		<u>(12,000)</u>	<u>12,000</u>	<u>-</u>	<u>-</u>
Net movement in funds	9	48,459	(15,289)	33,170	(44,826)
Reconciliation of funds:					
Total funds brought forward		<u>155,111</u>	<u>480,580</u>	<u>635,691</u>	<u>680,517</u>
Total funds carried forward		<u><u>203,570</u></u>	<u><u>465,291</u></u>	<u><u>668,861</u></u>	<u><u>635,691</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 17 to the accounts.

The prior period statement of financial activities has been restated to reclassify subscription income as charitable activities rather than donation income and sponsorship income as other trading rather than charitable activities. The restatement does not affect net income.

RLUK (Research Libraries UK)**Balance sheet****As at 31 July 2025**

	Note	£	2025 £	2024 £
Fixed assets				
Tangible assets	12		1,686	3,774
Current assets				
Debtors	13	30,417		46,374
Cash at bank and in hand		700,431		650,882
		730,848		697,256
Liabilities				
Creditors: amounts falling due within 1 year	14	(63,673)		(65,339)
Net current assets			667,175	631,917
Net assets	16		668,861	635,691
Funds	17			
Restricted funds			203,570	155,111
Unrestricted funds				
General funds			465,291	480,580
Total charity funds			668,861	635,691

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 20 February 2026 and signed on their behalf by



Ed Fay - Treasurer

RLUK (Research Libraries UK)**Statement of cash flows****For the year ended 31 July 2025**

	2025	2024
	£	£
Cash flows from operating activities:		
Net movement in funds	33,170	(47,826)
Adjustments for:		
Depreciation charges	2,016	2,221
Loss on disposal of fixed assets	72	-
Dividends, interest and rent from investments	(23,410)	(19,188)
Decrease in debtors	15,957	10,567
Decrease in creditors	(1,666)	(208,341)
Net cash provided by / (used in) operating activities	<u>26,139</u>	<u>(262,567)</u>
Cash flows from investing activities:		
Dividends, interest and rent from investments	<u>23,410</u>	<u>19,188</u>
Net cash provided by investing activities	<u>23,410</u>	<u>19,188</u>
Increase / (decrease) in cash and cash equivalents in the year	49,549	(243,379)
Cash and cash equivalents at the beginning of the year	<u>650,882</u>	<u>891,261</u>
Cash and cash equivalents at the end of the year	<u><u>700,431</u></u>	<u><u>647,882</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 2025

1. Accounting policies

a) General information and basis of preparation

RLUK (Research Libraries UK) is a charitable company limited by guarantee registered in England and Wales. The registered office address is Room 257, Senate House, Malet Street, London, WC1E 7HU.

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.

Notes to the financial statements

For the year ended 31 July 2025

1. Accounting policies (continued)

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.

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
-------------------------	-------------------

Items of equipment are capitalised where the purchase price exceeds £2,000.

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.

Notes to the financial statements

For the year ended 31 July 2025

1. Accounting policies (continued)**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.

n) 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.

The key judgement applied in the preparation of these financial statements is in depreciation of fixed assets as described in note 1 (i) above.

2. Prior period comparatives: statement of financial activities

	Restricted £	Unrestricted £	Restated 2024 Total £
Income from:			
Charitable activities	-	392,678	392,678
Investments	-	19,188	19,188
Total income	<u>-</u>	<u>411,866</u>	<u>411,866</u>
Expenditure on:			
Charitable activities	<u>28,179</u>	<u>431,513</u>	<u>459,692</u>
Total expenditure	<u>28,179</u>	<u>431,513</u>	<u>459,692</u>
Net expenditure and net movement in funds	<u>(28,179)</u>	<u>(19,647)</u>	<u>(47,826)</u>

RLUK (Research Libraries UK)

Notes to the financial statements

For the year ended 31 July 2025

3. Income from charitable activities

	Restricted £	Unrestricted £	2025 Total £
Subscriptions	-	393,120	393,120
Conferences	-	41,243	41,243
Grants	100,000	-	100,000
Total income from charitable activities	100,000	434,363	534,363
Prior period comparative:			Restated 2024
	Restricted £	Unrestricted £	Total £
Subscriptions	-	384,306	384,306
Conferences	-	8,372	8,372
Total income from charitable activities	-	392,678	392,678

Income from subscriptions has been restated to reclassify subscriptions as income from charitable activities rather than donations. Income from sponsorships has been reclassified as income from other trading from charitable activities. This is to better reflect the nature of the income in line with the Charities SORP.

4. Income from other trading

	2025 Total £	2024 Total £
Sponsorships	32,400	3,000

All income from other trading in the current and prior period was unrestricted.

5. Income from investments

	2025 Total £	2024 Total £
Bank interest received	23,410	19,188

All income from investments in the current and prior period was unrestricted.

RLUK (Research Libraries UK)

Notes to the financial statements

For the year ended 31 July 2025

6. Total expenditure

	Charitable activities £	Support and governance £	2025 Total £
Staff costs (note 10)	268,814	76,186	345,000
Conference costs	98,686	-	98,686
Strategic development costs	32,048	-	32,048
Office costs	-	27,337	27,337
Audit and accountancy	-	19,587	19,587
Travel and subsistence	16,775	-	16,775
Member network costs	5,324	-	5,324
Other governance costs	-	4,768	4,768
Professional fees	-	3,757	3,757
Grants payable (note 7)	3,721	-	3,721
Sub-total	425,368	131,635	557,003
Allocation of support and governance costs	131,635	(131,635)	-
Total expenditure	557,003	-	557,003

Total governance costs were £17,775 (2024: £21,759).

Prior period comparative:

	Charitable activities £	Support and governance £	2024 Total £
Staff costs (note 10)	238,694	78,850	317,544
Strategic development costs	38,290	-	38,290
Conference costs	24,646	-	24,646
Office costs	-	20,106	20,106
Audit and accountancy	-	19,660	19,660
Travel and subsistence	16,871	-	16,871
Other governance costs	-	14,909	14,909
Member network costs	3,505	-	3,505
Professional fees	-	3,218	3,218
Grants payable (note 7)	500	-	500
Outreach / subscriptions	443	-	443
Sub-total	322,949	136,743	459,692
Allocation of support and governance costs	136,743	(136,743)	-
Total expenditure	459,692	-	459,692

RLUK (Research Libraries UK)

Notes to the financial statements

For the year ended 31 July 2025

7. Grants payable

During the year, nil (2024: 1) grants were awarded to nil (2024: 1) organisations to fund professional practice fellowships. During the year, 8 (2024: nil) grants were awarded to 8 (2024: nil) individuals to cover travel and accommodation expenses incurred on attendance at the RLUK conference.

	2025 £	2024 £
Grants payable to institutions: <u>Professional Practice Fellowship Scheme</u> University of Sussex	-	500
Grants payable to individuals: RLUK conference bursaries	<u>3,721</u>	<u>-</u>
	<u>3,721</u>	<u>500</u>

8. Grant commitments

	2025 £	2024 £
Grant commitments brought forward	-	215,975
Grants committed during the period	3,721	500
Grants paid during the period	<u>(3,721)</u>	<u>(216,475)</u>
Grant commitments carried forward	<u>-</u>	<u>-</u>

RLUK (Research Libraries UK)

Notes to the financial statements

For the year ended 31 July 2025

9. Net movement in funds

This is stated after charging:

	2025 £	2024 £
Depreciation	2,016	2,221
Loss on disposal of fixed assets	72	-
Trustees' remuneration	Nil	Nil
Trustees' reimbursed expenses	3,298	1,787
Auditors' remuneration:		
▪ Statutory audit (excluding VAT)	<u>7,200</u>	<u>6,850</u>

Trustee reimbursed expenses relate to travel costs for 9 (2024: 7) trustees.

In common with other charities of our size and nature we use our auditors to assist with the preparation of the financial statements.

10. 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:

	2025 £	2024 £
Staff costs recharged from University of London	<u>345,000</u>	<u>317,544</u>

The key management personnel of the charity comprise the Trustees and Chief Executive Officer. The total employee benefits of the key management personnel were £117,411 (2024: £115,181).

The average staff head count was 4 (2024: 4).

11. 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 2025

12. Tangible fixed assets

	Equipment and furniture £
Cost	
At 1 August 2024	8,881
Disposals	<u>(1,142)</u>
At 31 July 2025	<u>7,739</u>
Depreciation	
At 1 August 2024	5,107
Charge for the year	2,016
Disposals	<u>(1,070)</u>
At 31 July 2025	<u>6,053</u>
Net book value At 31 July 2025	<u><u>1,686</u></u>
At 31 July 2024	<u><u>3,774</u></u>

13. Debtors

	2025 £	2024 £
Trade debtors	3,915	12,406
Prepayments and accrued income	3,226	21,478
VAT	<u>23,276</u>	<u>12,490</u>
	<u><u>30,417</u></u>	<u><u>46,374</u></u>

14. Creditors : amounts falling due within 1 year

	2025 £	2024 £
Trade creditors	44,157	37,360
Accruals	18,964	7,109
Deferred income (note 15)	-	20,160
Other creditors	<u>552</u>	<u>710</u>
	<u><u>63,673</u></u>	<u><u>65,339</u></u>

RLUK (Research Libraries UK)

Notes to the financial statements

For the year ended 31 July 2025

15. Deferred income

	2025	2024
	£	£
At 1 August 2024	20,160	19,708
Deferred during the year	-	20,160
Released during the year	(20,160)	(19,708)
At 31 July 2025	-	20,160

Deferred income relates to subscription income invoiced in advance.

16. Analysis of net assets between funds

	Restricted funds £	General funds £	Total funds £
Tangible fixed assets	-	1,686	1,686
Current assets	203,570	527,278	730,848
Current liabilities	-	(63,673)	(63,673)
Net assets at 31 July 2025	203,570	465,291	668,861
Prior period comparative			
	Restricted funds £	General funds £	Total funds £
Tangible fixed assets	-	3,774	3,774
Current assets	155,111	542,145	697,256
Current liabilities	-	(65,339)	(65,339)
Net assets at 31 July 2024	155,111	480,580	635,691

RLUK (Research Libraries UK)

Notes to the financial statements

For the year ended 31 July 2025

17. Movements in funds

	At 1 August 2024 £	Income £	Expenditure £	Transfers between funds £	At 31 July 2025 £
Restricted funds					
AHRC Fellowships	8,350	-	-	(8,350)	-
AHRC Fellows support	7,905	-	(6,584)	8,350	9,671
AHRC Building research capacity	20,000	-	(8,000)	-	12,000
AHRC Impact and evaluation	10,000	-	-	-	10,000
AHRC Programme manager	70,000	-	(19,585)	-	50,415
EBSCO	35,000	-	(4,000)	(12,000)	19,000
National Archives	3,856	-	(1,372)	-	2,484
OA Monographs Project	-	100,000	-	-	100,000
Total restricted funds	155,111	100,000	(39,541)	(12,000)	203,570
Unrestricted funds					
General funds	480,580	490,173	(517,462)	12,000	465,291
Total unrestricted funds	480,580	490,173	(517,462)	12,000	465,291
Total funds	635,691	590,173	(557,003)	-	668,861

Purposes of restricted funds

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 Fellows support

This fund is to enable the organisation of 'Celebrating Research' events that will showcase the research activities of the AHRC-RLUK Fellows and provide a focus for a wider narrative of the impact and outcomes of the programmes.

AHRC Building research capacity

This will fund a third Research Catalyst Cohort Programme which will run in 2025-26.

AHRC Impact and evaluation

This fund is to enable an evaluation and impact assessment of the RLUK-AHRC Programmes in order to provide a holistic view of the impact of the programmes on the Fellows, their institutions, and the wider research library community.

RLUK (Research Libraries UK)

Notes to the financial statements

For the year ended 31 July 2025

17. Movements in funds (continued)

Purposes of restricted funds (continued)

AHRC programme manager

This fund is to support the appointment of a Programme Manager for an RLUK Shared Print project.

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 and conference sponsorship.

The National Archives

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

OA Monographs project

The Open Access Monographs Advocacy Toolkit Project addresses the uneven adoption of open access for long-form publications across UK higher education institutions, aiming to tackle issues around complexity of processes, variances in funding models, administrative burdens, and REF impacts. The project also aims to build connections with other initiatives, explore alternative business models and infrastructures, provide practical case studies, and ensure institutions are able to comply with the UKRI Open Access monographs policy, including clarifying Rights Retention for monographs.

Transfers between funds

Transfer between funds represent the repurposing of restricted funding as agreed with funders.

RLUK (Research Libraries UK)

Notes to the financial statements

For the year ended 31 July 2025

17. Movements in funds (continued)

Prior period comparative	At 1 August 2023 £	Income £	Expenditure £	Transfers between funds £	At 31 July 2024 £
Restricted funds					
AHRC Fellowships	136,072	-	(500)	(127,222)	8,350
AHRC Fellows support	-	-	(7,095)	15,000	7,905
AHRC Building research	-	-	(12,222)	32,222	20,000
AHRC Impact and evaluation	-	-	-	10,000	10,000
AHRC Programme manager	-	-	-	70,000	70,000
EBSCO	40,000	-	-	(5,000)	35,000
Emerging Leaders	5,520	-	(5,520)	-	-
Fellowships	2,198	-	(2,198)	-	-
National Archives	4,500	-	(644)	-	3,856
Total restricted funds	188,290	-	(28,179)	(5,000)	155,111
Unrestricted funds					
<i>Designated funds:</i>					
Emerging leaders	5,000	-	(5,000)	-	-
<i>Total designated funds</i>	<i>5,000</i>	<i>-</i>	<i>(5,000)</i>	<i>-</i>	<i>-</i>
General funds	487,227	414,866	(426,513)	5,000	480,580
Total unrestricted funds	492,227	414,866	(431,513)	5,000	480,580
Total funds	680,517	414,866	(459,692)	-	635,691

18. 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.

Accounts

Company no. 02733294
Charity no. 1026543

RLUK (Research Libraries UK)
Report and Audited Financial Statements
31 July 2024

RLUK (Research Libraries UK)

Reference and administrative details

For the year ended 31 July 2024

Company number 02733294

Charity number 1026543

Registered office and operational address Room 257
Senate House
Malet Street
London
WC1E 7HU

Trustees 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	
C Eagleton	Appointed 20 March 2024
E Fay	
J Harvell	Vice-Chair
M Khokhar	Chair
K Lingstadt	
A O'Neill	Resigned 20 March 2024
C Price	
T Stanley	
J Taylor-Roe	Treasurer
J Upton	

Chief executive officer and company secretary D Prosser

Staff W Nixon, Deputy Executive Director
C Kamposiori, Executive Programme Officer
M Cheung, Executive Assistant

Bankers	National Westminster Bank plc	Barclays Bank plc
	8 Park Row	79-84 High Street
	Leeds	Birmingham
	LS1 1QS	B4 7TF

Solicitors Veale Wasbrough Vizards
Second Floor
3 Brindley Place
Birmingham
B1 2JB

Auditors 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 2024

The Trustees of Research Libraries UK (RLUK) present their annual report together with the financial statements for 1 August 2023 to 31 July 2024.

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 39 major research institutions:

University of Aberdeen
University of Birmingham
University of Bristol
British Library
University of Cambridge
Cardiff University
Durham University
University of East Anglia
Edinburgh University
University of Exeter
University of Glasgow
Imperial College London
King's College London
Lancaster University
University of Leeds
University of Leicester
University of Liverpool
University of London
London School of Economics and Political Science
University of Manchester
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
SOAS University of London

RLUK (Research Libraries UK)

Report of the Trustees

For the year ended 31 July 2024

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, normally 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 (AGM).

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.

RLUK (Research Libraries UK)

Report of the Trustees

For the year ended 31 July 2024

g. Risks

A risk register outlining potential risks to the charity is maintained by the Executive and is reviewed regularly throughout the year by the Board. Risks include environmental, business, financial and operational factors. Where issues are identified, appropriate means to address them are introduced.

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 current 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
- **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.

RLUK (Research Libraries UK)

Report of the Trustees

For the year ended 31 July 2024

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, 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;
- Continuing the Inclusive Collection, Inclusive Libraries series as a high profile programme that aims to foster conversation around decolonisation and inclusive practice in collecting, describing, presenting, and engaging with content in research library collections;
- 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 sectoral projects, policy forums, consultations and events.

Achievements and Performance

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

RLUK (Research Libraries UK)

Report of the Trustees

For the year ended 31 July 2024

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, which fall under a joint Research Engagement Programme (REP).

The RLUK-AHRC Professional Practice Fellowship Scheme (PPFS) 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.

The first round of fellows concluded their projects by late 2023. On 15 May 2024 RLUK held an event at the Wellcome Trust in London to celebrate The Role of Libraries in Research and other outcomes and impact of the first PPFS Fellows. It was also an opportunity to discuss the future of RLUK's work to champion the role of libraries as partners and leaders of research excellence.

Following a highly-competitive application process, the second round of PPFS awarded nine Professional Practice Fellows who began their research in September 2023. The fellows will investigate topics central to the role of academic libraries as partners and leaders of pioneering, cross-disciplinary, research.

The REP also includes the *Research Catalyst Cohort* Programme (RCCP), 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 competitive tender process overseen by RLUK, ARMA were re-appointed to deliver the second round of the RCC programme.

The programme 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 second round of the RCCP was opened for applications in June 2023. RLUK and AHRC were delighted to announce in September 2023 that 15 successful applicants from across the academic and research library communities were accepted. The programme had its launch meeting on 28 September in London. The day-long session, in partnership with ARMA, provided an overview of the UK's funding landscape, and an opportunity for the new members to meet, network and reflect on their own funding priorities and goals.

RLUK was invited by ARMA to join the final meeting of the 2023-24 Research Catalyst Cohort on 25 June to reflect on the Cohort's progress and congratulate them on their success. The session also included talks from AHRC and AHRC-RLUK Professional Practice Fellows who shared their experiences. Both RLUK and ARMA will continue to keep in touch with the Cohort and to support them on their research journeys.

Governance of the AHRC-RLUK Research Catalyst continued through a steering group co-chaired by two RLUK Board Members (Kate Price, Queen Mary) and Diane Job (Birmingham) which met during the year.

RLUK (Research Libraries UK)

Report of the Trustees

For the year ended 31 July 2024

RL Position Description Bank

Since October 2021, RLUK members have been able to contribute towards and search the ARL Position Description Bank (PD Bank), a database of over 10,000 position descriptions from North American research libraries. RLUK is the first consortium outside that region to join this resource.

In September 2022, the service was renamed the Research Libraries Position Description Bank (RL PD Bank) and RLUK joined its steering committee, alongside Association of Research Libraries (ARL), Association of Southeastern Research Libraries (ASERL), Canadian Association of Research Libraries (CARL), and the George A. Smathers Libraries of University of Florida. The new configuration reinforces the broad value of the RL PD Bank to the international research library community and establishes an equitable governance structure.

RLUK in partnership with the University of Florida ran a virtual session on 12 September 2023 to provide an update on the PD Bank, and to highlight its features, showcase case studies and to look at RLUK's future PD Bank activity. This was followed by an RL Position Description Bank administrator workshop on 29 November to provide hands-on training to help administrators and institutional leads feel confident working within RL PD bank.

Digital Shift

RLUK's Digital Shift Working Group (DSWG) met throughout the year to discuss the ongoing delivery of the digital shift manifesto's delivery plan, and to begin planning for a third series of the Digital Shift Forum (which commenced in October 2023).

In June 2023, the group launched an RLUK wide survey to establish the level of Digital Shift Maturity across members. The goal of this survey is to establish the level of Digital Shift Maturity in RLUK Libraries across three dimensions:

- Shift to digital;
- Shift within digital; and
- Equitable shift

The survey closed in September 2023 and initial results were shared at the November 2023 Members Meeting and with RLUK networks throughout the year. The responses have helped RLUK to set an overall collective baseline for RLUK libraries and also to inform the Digital Shift Forum programme.

The Digital Scholarship Network (DSN) met throughout the year and hosted a number of events, including a joint event with the Special Collections Network on Digital Preservation in November 2024, and an introductory hands-on workshop on IIF for members in March.

The third series of the Digital Shift Forum began in October 2023 with a panel session on Digital Inclusion. A range of talks were run across three themes: Sustainability, Digital GLAM and New Frontiers in Digital (which included talks on AI).

Open Scholarship

RLUK continued its monthly virtual town halls, which are a constructive forum for members to discuss ongoing publisher negotiations and issues around future models for open access content, and to establish collective priorities and concerns.

The Open Access Publisher Process Group (OAPP) met during the year to discuss issues around publisher workflows.

RLUK is represented on a number of national and international committees and working groups moving open scholarship forward, including the UUK/Jisc Content Negotiation Strategy Group and the Jisc Content Expert Group.

RLUK (Research Libraries UK)

Report of the Trustees

For the year ended 31 July 2024

RLUK continued as a member of the Open Research Competencies Coalition (ORCC) and contributed to the publication of three primers on open research.

RLUK joined the Open Book Futures Consortium in March 2023, a project to develop and support organisations, tools and practices that enable both academics and the wider public to make more and better use of books published on an Open Access basis. In addition, RLUK worked with Liverpool University Library in partnership with Liverpool University Press, Liverpool's Faculty of Humanities and Social Sciences, and UKRI to convene the first ***Opening the Monograph symposium***, at which David Prosser spoke.

RLUK submitted a response to the REF2029 Open Access consultation in June 2024. The response was drawn from member feedback collected during virtual Town Halls, via email consultation, as well as Board level discussions.

Culture and heritage

The RLUK Decolonisation Group, consisting of members of the RLUK Special Collections and Heritage Network (SCHN) and the Collections Strategy Network (CSN), continued to run a programme of events to explore what decolonisation means in practice and investigate current practices in collecting, describing, presenting, and engaging with content in research library collections. The group aims to facilitate dialogue, shape strategic direction, and develop a shared understanding across the sector of what decolonisation means, what the criteria are for decolonising collections and what the role of different groups is in the process.

The group met during the year to discuss the development of a decolonisation curricular for library professionals with different levels of expertise in the area, and to organise a workshop at the RLUK24 conference on 'Developing Confidence in Decolonisation' that aimed to gather feedback that will contribute towards building an RLUK training resource on collections-based decolonisation.

The group curates the Inclusive Collections, Inclusive Libraries Seminar series. Two seasons of events were held during the year, including the following talks:

- Merrilee Proffitt and Jay Holloway (OCLC) reflecting on the project 'Reimagine Descriptive Workflows';
- Sohail Jannesari (Brighton and Sussex Medical School) and Ricardo Twumasi, Claire Camp, & Ruth Murphy, King's College London (King's College London) on Stealing the Master's Tools: A Skunkworks for Anti-Racist and Democratic Open Access Publishing;
- Ross Wilkinson and Ivy Hewett (Durham University), Sarah Todd (Aberdeen) and David Wright (Southampton) on Making collections accessible and diverse: current approaches to audience engagement;
- Ellen Oredsson (The National Archives) on Making archives engaging for visually impaired audiences;
- Daniel Payne (LSE) on Traces of South Asia: Working with Hidden Collections;
- Arantza Barrutia (Sheffield) for It's All a Show: Fairground Showmen, Identity and Mental Health; and
- Kirsty Hassard and James Wylie (V&A Dundee) on Scottish Design Galleries at V&A Dundee.

RLUK recommenced its Funders Network meetings, bringing together the major funders across the cultural sectors, with meetings in 2023-24 to discuss infrastructure, impact, and metrics and funding opportunities related to this.

RLUK (Research Libraries UK)

Report of the Trustees

For the year ended 31 July 2024

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, Etextbooks, and Decolonising and Diversification.

The Print Storage group make recommendations to the RLUK Board on a series of actions to make progress, which were endorsed by the Board. Work around Plan M 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 is a forum for RLUK members to engage in open dialogue and share their knowledge and experience around spatial redesign and capital builds. An event was held in May 2024 to showcase how libraries respond to the challenge of designing or re-developing spaces to provide the infrastructure that supports scholarship and learning, brings communities together, and facilitates encounters with cultural heritage collections. Case studies were delivered by the National Library of Ireland and the University of St Andrews.

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

The RLUK Decolonisation Group oversaw the second Inclusive Collections, Inclusive Libraries event series and launched an RLUK-wide survey to explore the current practices and needs of RLUK research libraries when making collections more inclusive, with a focus on decolonisation practices and understanding the training needs and skills for professionals working in this area.

RLUK was also pleased to be a friend of the 2024 IDEAL Conference in July 2024, which focused on Sustainable Resistance and Restoration in Global Communities. The conference sought to bring together members of the library and archive community to explore the knowledge, awareness, skills, and attitudes needed to effectively navigate the complexities and opportunities specific to diversity, equity, inclusion, access, and justice.

RLUK convened work around Emerging Leaders, a sector wide project that will explore the development of a transformative and sustainable Emerging Leaders' programme for colleagues from ethnically diverse communities. Project partners are RLUK, Libraries Connected, CILIP, SCONUL, WHELF, and SCUR, with funding also provided by Arts Council England.

Rights, copyright and licensing

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

RLUK delivered a presentation at the Open and Engaged 2023: Community over Commercialisation, event held at the British Library in October 2023 on Rights Retention Statements (RRS) with a talk on 'The Not So Quiet Rights Retention Revolution'.

RLUK (Research Libraries UK)

Report of the Trustees

For the year ended 31 July 2024

RLUK joined Jisc's Institutional Rights Retention Policies (IRRP) Task & Finish Group in January 2024, which aims to 'guide the implementation of the first stage of a project aiming to support, and accelerate, the implementation of IRRPs within our HE member institutions'. In 2024, Jisc ran two webinars to support rights retention policy implementation, with presentations from RLUK members.

RLUK led a panel session on Institutional Rights Retention Policies (IRRP) at the 19th Open Repositories conference in Gothenburg, Sweden from 3-6 June. The panel was entitled Rights retention and repositories: accelerating global progress. The speakers included Dominic Tate (Edinburgh), George Macgregor (Glasgow), Sally Rumsey (cOAlition S) and Kathleen Shearer (COAR). The speakers shared a range of perspectives which ranged from a broader global perspective on IRRPs, an institutional experience and technical provocations.

Infrastructure

RLUK is 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 signed the Green Libraries Manifesto in June 2023 joining an increasing number of organisations within the UK and beyond in setting our common values across the sector. RLUK is committed to helping our members address issues around the environmental impact of physical spaces and digital collections and also to look at our own activity as a member organisation and seek ways to reduce our own environmental impact.

In 2024, RLUK was invited to sit on the Board of the Green Libraries Initiative and David Prosser attended his first meeting on 23 April 2024. One of the key areas of discussion was initial planning for Green Libraries Week, which will take place in October 2024.

RLUK and SCONUL worked with the British Library to research current trends in resource-sharing and Inter-Library Loan in UK HEIs to inform future strategy and collaboration around resource-sharing and access to content. The research took the form of an online survey which was completed by Inter-Library Loan practitioners.

RLUK's Digital Shift Working group led a joint Digital Shift Forum event with Open Repositories repository infrastructure with talks from Professor Hussein Suleman (University of Cape Town) and Stefano Cossu (Harvard University).

Partner Relationships

AHRC

RLUK continued its very productive partnership with AHRC during the year with start of the second round of the Professional Practice Fellowship Scheme Fellows and the second Research Catalyst Cohort (RCC) programme, part of the Research Engagement Programme (REP).

The National Archives

In July, RLUK signed a collaboration agreement (2024-27) with The National Archives (TNA), which continues our joint work under our previous Memorandum of Understanding and underlines our shared commitment to cross-sector collaboration, driving innovation and workforce development in our sectors, and exploring new ways to engage audiences with our collections and services.

RLUK (Research Libraries UK)

Report of the Trustees

For the year ended 31 July 2024

RLUK has continued to work closely with TNA on the TNA-RLUK Professional Fellowship Scheme, which 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.

RLUK and TNA announced the launch of the fifth (2024-25) round of the Professional Fellowship scheme for staff working in the TNA or an RLUK member institution. After a very competitive application round and given the excellent quality of proposals, the scheme's Board decided to award five Professional Fellowships for 2024-2025.

The fellows commenced work on their projects in February 2024. Their Fellowships will investigate pressing issues around the accessibility and preservation of library and archival collections; the importance of articulating the cultural value of collections; the wellbeing of staff when engaging with challenging records; the needs of neurodivergent employees in the library and archival working environment; as well as the role of Research Software Engineers (RSEs) in fostering collaboration and co-learning.

Outputs were also published as part of the successful completion of the RLUK-TNA Professional Fellowship projects conducted in 2023-2024, including A Toolkit for Archivists and Librarians Supporting Research and Teaching in Digital Humanities by Karen Sayers, an Archivist at the University of Leeds, and a Toolkit for Introducing Accessibility for Visually Impaired Audiences at Archives by Ellen Oredsson, Digital Projects Officer (Education & Outreach) at TNA.

RLUK was invited to join a focus group on 12 June organised by TNA and ARA to discuss the perceived barriers to gaining management and leadership skills in the recordkeeping sector (archivists, conservators, records managers, and others working in related roles).

The Hidden REF

RLUK is a supporter of the Hidden REF. The Hidden REF is challenging preconceptions about which roles are important in research. RLUK also supported The Hidden REF's proposal to the Research England Development Fund. RLUK shares the Hidden REF's belief that we will advance research if we recognise the contribution of everyone involved in the conduct of research. RLUK participated in the "Festival of the Hidden REF" in Bristol on 21 September 2023.

UKRN Stakeholder Engagement Group:

RLUK became a member of the UK Reproducibility Network Group and joined online meetings with other stakeholders including publishers, researchers and funders. This included discussions around how we could collectively enable better research practices and rewards.

Jisc

RLUK has continued to work closely with Jisc, being represented on the the UUK/Jisc Content Negotiation Strategy Group and the Jisc Content Expert Group, Learning Content Expert Group, OA Stakeholders Group, Library Strategy Advisory Group, Digitisation for Digital Scholarship project working group, and Digital Archival Collections working group.

IARLA

We continued to work with international partners under the framework of the International Alliance of Research Library Associations (IARLA). IARLA met throughout the year to discuss measuring and capturing the impact of research, Open Scholarship and the impact of Artificial Intelligence.

David Prosser contributed to a panel of IARLA Executive Directors at the ARL Spring 2024 Members' Meeting in Boston. The panel focused on issues around collaborative working.

RLUK (Research Libraries UK)

Report of the Trustees

For the year ended 31 July 2024

Times Higher Education (THE)

RLUK became an event partner of the Times Higher Education's (THE) Campus Live UK&IE event held in Liverpool on 6-7 December 2023. The event brought together higher education leaders – both academic and administrative – along with industry partners and policy experts to discuss, debate and plan how to achieve institutional success.

RLUK was also an event partner of THE's Digital Universities UK 2024, hosted in partnership with the University of Exeter on 16-18 April 2024. The event brought together higher education, industry and policy leaders working at the intersection of academic innovation and technology to reimagine universities in the digital age. Executive Director, David Prosser, spoke on a panel on the use of library collections as research tools.

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. Current co-convenors of the network are Phil Cheeseman (Lancaster) and Ruth Murphy (King's College London), Fiona Courage (Sussex) stepped down as co-convenor.

The ADN met regularly during a series of monthly informal catch-up sessions, which provide valuable touchpoints for meeting new members and providing broader network support.

The RLUK Board at its May meeting approved updated changes to the Terms of Reference for the Associate Directors Network (ADN) around both its membership (increased to two representatives per member) and its Professional Focus (currently workplace development).

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 by Suzy Cheeke (Bristol) and Jane Saunders (Leeds).

The network met both in person and virtually during the year to discuss moves towards a UK Distributed Print Book Collection, OA Monographs, publisher negotiations, modelling, ILL, AI and rights retention.

The network also hosted a monthly Read & Publish Coffee Morning with participation from the OSN and OAPP.

The CSN-led engagement with OCLC, including a proposed RLUK-wide metadata deal at rates lower than those imposed by OCLC and reached an acceptable RLUK-wide metadata deal, with significantly lower rates of increase than those originally proposed by OCLC.

The CSN also ran an event on AI with a presentation from Peter Findlay, Jisc on 'AI, collections, discovery and workflows' and the opportunity for CSN members to explore AI initiatives.

Digital Scholarship Network (DSN)

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, by Gavin Boyce (Sheffield) and Lesley Gray (Cambridge). Lesley Gray, Deputy Director Digital Initiatives & Strategy at Cambridge University Libraries became co-convenor of the DSN from the 1st of December 2023 after Lorraine Beard (Manchester) had stepped down.

RLUK (Research Libraries UK)

Report of the Trustees

For the year ended 31 July 2024

The DSN continued to meet regularly with a mix of in person and online, informal virtual cafe sessions. These provide an opportunity for meeting new members and providing broader network support.

The DSN held three in person events which focused on Digital Preservation in Glasgow, Discovery and Access in Cambridge and Institutional Licencing and Rights in Leeds. The DSN also convened a Responsible AI Strategy Town Hall with Dr Andrew Cox (Sheffield) who introduced a strategic model which could underpin the development of an AI toolkit for senior library leaders to create a responsible AI strategy. DSN members have also shared and updated their platforms and digital scholarship benchmarking inventories.

New Directors' Network (NDN)

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.

Special Collections and Heritage Network (SCHN)

The RLUK Special Collections and Heritage Network (SCHN) is a professional peer network for RLUK colleagues leading cultural heritage activities within member libraries. Co-convenors during this period were Gary Brannan (York) and Simon Dixon (Leicester).

The SCHN met regularly during the year and discussed equity, diversity and inclusion (EDI) principles, sustainability, and creative approaches to engagement. A response was also developed, with the RLUK Executive, to the revised Towards a National Collection (TaNC) Outline Draft Policy Recommendations.

The network developed an EDI Statement of Commitment to act as a statement of intent for RLUK members to ensure that the principles of equity, diversity, and inclusion are considered across all aspects of the library's work around collections. This statement helped to shape a position paper outlining the values that should underpin the work of special collections and heritage professionals in RLUK institutions with the aim of contributing towards institutional and sector-wide EDI goals.

Open Strategy Network (OSN)

The RLUK Open Strategy Network (OSN) was launched in 2022 as a professional peer network for RLUK members leading Scholarly Communication, Open Science, Open Research, Open Scholarship and related activities within member libraries. The network is co-convened by Kirsty Wallis (UCL) and Ruth Mallalieu (Oxford).

During the year the OSN formed sub-groups to address the issues of support for green OA and repositories infrastructure which emerged as key themes to develop further.

Digital Shift Working Group (DSWG)

In order to take forward the creation and delivery of the digital shift manifesto, RLUK convened a working group of colleagues drawn from its member networks with an interest in the digital shift. The working group is representative of the various interests of RLUK members and is drawn from across the membership and oversee and leads a programme of activity to realise its vision. The two co-convenors for the DSWG during this period were Claire Knowles (Leeds) and Tom Shaw (King's College London).

The Digital Shift Working Group (DSWG) met throughout the year to discuss the ongoing delivery of the digital shift manifesto's delivery plan and to plan for a third series of the Digital Shift Forum (from October 2023).

Open Access Publisher Processes Group

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

RLUK (Research Libraries UK)

Report of the Trustees

For the year ended 31 July 2024

RLUK Convenors Network

The convenors of RLUK's member networks came together regularly during the year with the RLUK Board to discuss the ongoing work of the networks and to continue to explore collaborative opportunities between them. The meetings included short updates from each network and members of the RLUK Executive regarding ongoing and planned work.

RLUK Board Retreats

In November, the Board took the opportunity to look closely at the ways in which RLUK works, the relationships between the networks and their support of RLUK's strategy, external groups and bodies RLUK works with, and the peer organisations with whom RLUK collaborates. The work of the RLUK networks was especially commended. The Board also took a deep dive into the area of collective collections with a view to building on and progressing work solutions for print monograph and post-transformative deals models for journal content.

The Board met again in Birmingham in May to consider how RLUK will formulate its next strategy. Daniel Wake, Head of Research Policy at UUK, provided an overview of the landscape in which RLUK members operate. He emphasised the growth in importance of the *Place Agenda* for universities.

RLUK Members' Meeting

The 2023 RLUK Members' Meeting was hosted by the University of Sussex on 9-10 November 2023. The New Directors Network held a pre-meeting where issues of Estates and library building were discussed. The Meeting opened on the afternoon of 9 November with a session on AI and its implications for research libraries. The second day focused on values-driven leadership and the importance of kindness as a value. This included a presentation by Prof Robin Banerjee on kindness and leadership.

RLUK24 Conference

The RLUK24 Conference, *New Frontiers: The expanding scope of the modern research library* was held virtually in March 2024. Keynote talks were delivered by Torsten Reimer (University of Chicago) and Kate Robson Brown (University College Dublin) as well as Natasha McCarthy (Royal Academy of Engineering) & Renée Cummings (University of Virginia). Alison Mudditt (PLOS) closed the conference.

Panel sessions explored: new models for supporting research, partnerships and inclusion, developing equitable knowledge infrastructures, AI and innovation in the library.

In partnership with IARLA we held a roundtable on 'Exploring the role of Libraries in Supporting Sustainable Development Goals'. There were also a range of workshops including a review of transitional agreements in the UK & considerations for the library, librarians as prompt engineers and emerging skillsets for library users, and building confidence in decolonisation workshop

RLUK offered networking grants which helped to support watch parties held at the universities of Essex, Birmingham, and Bristol. This helped to expand the reach and impact of the conference.

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 mechanisms for managing risks are through the maintenance of a risk register that is regularly reviewed by the Board.

b. Financial review

The net income for the financial year amounted to £44,826 deficit (2023: £138,491 surplus). 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.

RLUK (Research Libraries UK)

Report of the Trustees

For the year ended 31 July 2024

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.

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 was set by the Board at its meeting of 10 February 2023. It was agreed that the total assets of RLUK (across all accounts and investments) should not fall below £300,000. 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 2024 were £476,806 (2023: £481,232).

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.”

RLUK (Research Libraries UK)

Report of the Trustees

For the year ended 31 July 2024

f. Future developments

RLUK intends to push 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 27 February 2025 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)

Opinion

We have audited the financial statements of RLUK (Research Libraries UK) (the 'charity') for the year ended 31 July 2024 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 2024 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 the provisions available for small entities, in the circumstances set out in note 8 to the financial statements, 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 other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information. 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)

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, which includes the directors' report prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report included within the trustees' 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 company and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within 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; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the trustees' report and from the requirement to prepare a strategic report.

Responsibilities of the trustees

As explained more fully in the trustees' responsibilities statement set out in the trustees' report, the trustees (who are also the directors of the charitable company for the purposes of company law) 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 the trustees 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)

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)

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. 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.

William Guy Blake

Date: 27 February 2025

William Guy Blake ACA
(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 2024

	Note	Restricted £	Unrestricted £	2024 Total £	2023 Total £
Income from:					
Donations	3	-	384,306	384,306	365,976
Charitable activities	4	-	11,372	11,372	398,150
Investments		-	19,188	19,188	6,244
Total income		-	414,866	414,866	770,370
Expenditure on:					
Charitable activities		28,179	431,513	459,692	631,879
Total expenditure	5	28,179	431,513	459,692	631,879
Net income / (expenditure)		(28,179)	(16,647)	(44,826)	138,491
Transfers between funds		(5,000)	5,000	-	-
Net movement in funds	8	(33,179)	(11,647)	(44,826)	138,491
Reconciliation of funds:					
Total funds brought forward		188,290	492,227	680,517	542,026
Total funds carried forward		155,111	480,580	635,691	680,517

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 16 to the accounts.

RLUK (Research Libraries UK)**Balance sheet****As at 31 July 2024**

	Note	£	2024 £	2023 £
Fixed assets				
Tangible assets	11		3,774	5,995
Current assets				
Debtors	12	46,374		56,941
Cash at bank and in hand		650,882		891,261
		697,256		948,202
Liabilities				
Creditors: amounts falling due within 1 year	13	(65,339)		(273,680)
Net current assets			631,917	674,522
Net assets	15		635,691	680,517
Funds	16			
Restricted funds			155,111	188,290
Unrestricted funds				
Designated funds			-	5,000
General funds			480,580	487,227
Total charity funds			635,691	680,517

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 27 February 2025 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 2024**

	2024	2023
	£	£
Cash used in operating activities:		
Net movement in funds	(44,826)	138,491
Adjustments for:		
Depreciation charges	2,221	2,012
Loss on disposal	-	63
Dividends, interest and rent from investments	(19,188)	(6,244)
Decrease / (increase) in debtors	10,567	(21,428)
(Decrease) / increase in creditors	(208,341)	222,706
Net cash (used in) / provided by operating activities	(259,567)	335,600
Cash flows from investing activities:		
Purchase of tangible fixed assets	-	(3,465)
Dividends, interest and rent from investments	19,188	6,244
Net cash provided by investing activities	19,188	2,779
(Decrease) / increase in cash and cash equivalents in the year	(240,379)	338,379
Cash and cash equivalents at the beginning of the year	891,261	552,882
Cash and cash equivalents at the end of the year	650,882	891,261

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 2024

1. Accounting policies

a) General information and basis of preparation

RLUK (Research Libraries UK) is a charitable company limited by guarantee registered in England and Wales. The registered office address is Room 257, Senate House, Malet Street, London, WC1E 7HU.

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.

Notes to the financial statements

For the year ended 31 July 2024

1. Accounting policies (continued)

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.

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
-------------------------	-------------------

Items of equipment are capitalised where the purchase price exceeds £2,000.

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.

Notes to the financial statements

For the year ended 31 July 2024

1. Accounting policies (continued)

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.

n) 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 significant sources of estimation uncertainty in these financial statements.

2. Prior period comparatives: statement of financial activities

	Restricted £	Unrestricted £	2023 Total £
Income from:			
Donations	-	365,976	365,976
Charitable activities	384,000	14,150	398,150
Investments	-	6,244	6,244
Total income	384,000	386,370	770,370
Expenditure on:			
Charitable activities	249,801	382,078	631,879
Total expenditure	249,801	382,078	631,879
Net income and net movement in funds	134,199	4,292	138,491

3. Income from donations

	2024 Total £	2023 Total £
Subscriptions	384,306	365,976

All income from subscriptions in the current and prior year was unrestricted.

RLUK (Research Libraries UK)

Notes to the financial statements

For the year ended 31 July 2024

4. Income from charitable activities

	Restricted £	Unrestricted £	2024 Total £
Conferences	-	11,372	11,372
Total income from charitable activities	-	11,372	11,372

Prior period comparative:

	Restricted £	Unrestricted £	2023 Total £
AHRC Scoping Study	5,000	-	5,000
Conferences	-	14,150	14,150
Grants	379,000	-	379,000
Total income from charitable activities	384,000	14,150	398,150

5. Total expenditure

	Charitable activities £	Support and governance £	2024 Total £
Audit and accountancy	-	19,660	19,660
Conference costs	24,646	-	24,646
Grants payable (note 6)	500	-	500
Member network costs	3,505	-	3,505
Office costs	-	20,106	20,106
Other governance costs	-	14,909	14,909
Outreach/subscriptions	443	-	443
Professional fees	-	3,218	3,218
Staff costs (note 9)	238,694	78,850	317,544
Strategic development costs	38,290	-	38,290
Travel and subsistence	16,871	-	16,871
Sub-total	322,949	136,743	459,692
Allocation of support and governance costs	136,743	(136,743)	-
Total expenditure	459,692	-	459,692

Total governance costs were £21,759 (2023: £11,684).

RLUK (Research Libraries UK)

Notes to the financial statements

For the year ended 31 July 2024

5. Total expenditure (continued)

Prior period comparative:

	Charitable activities £	Support and governance £	2023 Total £
Audit and accountancy	-	19,634	19,634
Conference costs	42,649	-	42,649
Grants payable (note 6)	218,790	-	218,790
Member network costs	3,696	-	3,696
Office costs	-	17,801	17,801
Other governance costs	-	6,184	6,184
Outreach/subscriptions	455	-	455
Professional fees	-	2,285	2,285
Staff costs (note 9)	209,276	70,225	279,501
Strategic development costs	34,085	-	34,085
Travel and subsistence	6,799	-	6,799
Sub-total	515,750	116,129	631,879
Allocation of support and governance costs	116,129	(116,129)	-
Total expenditure	631,879	-	631,879

RLUK (Research Libraries UK)

Notes to the financial statements

For the year ended 31 July 2024

6. Grants payable

During the year, 1 (2023: 13) grant was awarded to 1 (2023:11) organisation to fund professional practice fellowships.

	2024 £	2023 £
Grants payable to institutions:		
<u>Professional Practice Fellowship Scheme</u>		
Cardiff University	-	382
Durham University (2023: 2 grants)	-	26,112
Leeds Beckett University	-	600
National Library of Scotland (2023: 2 grants)	-	42,812
National Museums Scotland	-	24,480
University of Bristol	-	24,268
University of Cambridge	-	24,942
University of Hertfordshire	-	24,718
University of Lincoln	-	673
University of Northampton	-	24,880
University of Sheffield	-	24,923
University of Sussex	<u>500</u>	<u>-</u>
	<u>500</u>	<u>218,790</u>

In the prior year support costs of £4,353 (2024: £nil) were allocated to grant-making activities.

7. Grant commitments

	2024 £	2023 £
Grant commitments brought forward	215,975	-
Grants committed during the period	500	218,790
Grants paid during the period	<u>(216,475)</u>	<u>(2,815)</u>
Grant commitments carried forward	<u>-</u>	<u>215,975</u>

RLUK (Research Libraries UK)

Notes to the financial statements

For the year ended 31 July 2024

8. Net movement in funds

This is stated after charging:

	2024 £	2023 £
Depreciation	2,221	2,012
Trustees' remuneration	Nil	Nil
Trustees' reimbursed expenses	1,787	Nil
Auditors' remuneration:		
▪ Statutory audit (excluding VAT)	<u>6,850</u>	<u>6,500</u>

Trustee reimbursed expenses in the current year relate to travel costs for 7 trustees.

In common with other charities of our size and nature we use our auditors to assist with the preparation of the financial statements.

9. 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:

	2024 £	2023 £
Staff costs recharged from University of London	<u>317,544</u>	<u>279,501</u>

The key management personnel of the charity comprise the Trustees and Chief Executive Officer. The total employee benefits of the key management personnel were £115,181 (2023: £114,243).

The average staff head count was 4 (2023: 4).

10. 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 2024

11. Tangible fixed assets

	Equipment and furniture £
Cost	
At 1 August 2023 and at 31 July 2024	<u>8,881</u>
Depreciation	
At 1 August 2023	2,886
Charge for the year	<u>2,221</u>
At 31 July 2024	<u>5,107</u>
Net book value At 31 July 2024	<u><u>3,774</u></u>
At 31 July 2023	<u><u>5,995</u></u>

12. Debtors

	2024 £	2023 £
Trade debtors	12,406	39,826
Prepayments and accrued income	21,478	3,289
VAT	<u>12,490</u>	<u>13,826</u>
	<u><u>46,374</u></u>	<u><u>56,941</u></u>

13. Creditors : amounts due within 1 year

	2024 £	2023 £
Trade creditors	37,360	4,849
Accruals	7,109	32,289
Deferred income (note 14)	20,160	19,708
Other creditors	710	859
Grants payable (note 7)	<u>-</u>	<u>215,975</u>
	<u><u>65,339</u></u>	<u><u>273,680</u></u>

RLUK (Research Libraries UK)

Notes to the financial statements

For the year ended 31 July 2024

14. Deferred income

	2024 £	2023 £
At 1 August 2023	19,708	5,000
Deferred during the year	20,160	19,708
Released during the year	<u>(19,708)</u>	<u>(5,000)</u>
At 31 July 2024	<u><u>20,160</u></u>	<u><u>19,708</u></u>

Deferred income relates to subscription income invoiced in advance.

15. Analysis of net assets between funds

	Restricted funds £	Designated funds £	General funds £	Total funds £
Tangible fixed assets	-	-	3,774	3,774
Current assets	155,111	-	542,145	697,256
Current liabilities	<u>-</u>	<u>-</u>	<u>(65,339)</u>	<u>(65,339)</u>
Net assets at 31 July 2024	<u><u>155,111</u></u>	<u><u>-</u></u>	<u><u>480,580</u></u>	<u><u>635,691</u></u>
Prior period comparative	Restricted funds £	Designated funds £	General funds £	Total funds £
Tangible fixed assets	-	-	5,995	5,995
Current assets	404,265	5,000	538,937	948,202
Current liabilities	<u>(215,975)</u>	<u>-</u>	<u>(57,705)</u>	<u>(273,680)</u>
Net assets at 31 July 2023	<u><u>188,290</u></u>	<u><u>5,000</u></u>	<u><u>487,227</u></u>	<u><u>680,517</u></u>

RLUK (Research Libraries UK)

Notes to the financial statements

For the year ended 31 July 2024

16. Movements in funds

	At 1 August 2023 £	Income £	Expenditure £	Transfers between funds £	At 31 July 2024 £
Restricted funds					
AHRC Fellowships	136,072	-	(500)	(127,222)	8,350
AHRC Fellows support	-	-	(7,095)	15,000	7,905
AHRC Building research capacity	-	-	(12,222)	32,222	20,000
AHRC Impact and evaluation	-	-	-	10,000	10,000
AHRC Programme manager	-	-	-	70,000	70,000
EBSCO	40,000	-	-	(5,000)	35,000
Emerging Leaders	5,520	-	(5,520)	-	-
Fellowships	2,198	-	(2,198)	-	-
National Archives	4,500	-	(644)	-	3,856
Total restricted funds	188,290	-	(28,179)	(5,000)	155,111
Unrestricted funds					
<i>Designated funds:</i>					
Emerging leaders	5,000	-	(5,000)	-	-
<i>Total designated funds</i>	5,000	-	(5,000)	-	-
General funds	487,227	414,866	(426,513)	5,000	480,580
Total unrestricted funds	492,227	414,866	(431,513)	5,000	480,580
Total funds	680,517	414,866	(459,692)	-	635,691

Purposes of restricted funds

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 Fellows support

This fund is to enable the organisation of 'Celebrating Research' events that will showcase the research activities of the AHRC-RLUK Fellows and provide a focus for a wider narrative of the impact and outcomes of the programmes.

AHRC Building research capacity

This will fund a third Research Catalyst Cohort Programme which will run in 2025-26.

AHRC Impact and evaluation

This fund is to enable an evaluation and impact assessment of the RLUK-AHRC Programmes in order to provide a holistic view of the impact of the programmes on the Fellows, their institutions, and the wider research library community.

RLUK (Research Libraries UK)

Notes to the financial statements

For the year ended 31 July 2024

16. Movements in funds (continued)

Purposes of restricted funds (continued)

AHRC programme manager

This fund is to support the appointment of a Programme Manager for an RLUK Shared Print project.

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 and conference sponsorship.

Emerging Leaders

This fund represents monies received from Arts Council England, SCONUL, CILIP, SCURL and WHELF for an emerging leaders scoping study.

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.

Purposes of designated funds

Emerging leaders

Funds transferred within the prior year as a contribution to the Emerging Leaders scoping study.

Transfers between funds

Transfer between funds represent the repurposing of restricted funding as agreed with funders.

RLUK (Research Libraries UK)

Notes to the financial statements

For the year ended 31 July 2024

16. Movements in funds (continued)

Prior period comparative	At 1 August 2022 £	Income £	Expenditure £	Transfers between funds £	At 31 July 2023 £
Restricted funds					
AHRC	-	5,000	(5,000)	-	-
AHRC Fellowships	5,875	350,000	(219,803)	-	136,072
EBSCO	40,000	-	-	-	40,000
Emerging Leaders Fellowships	- 3,716	29,000 -	(23,480) (1,518)	- -	5,520 2,198
National Archives	4,500	-	-	-	4,500
Total restricted funds	54,091	384,000	(249,801)	-	188,290
Unrestricted funds					
<i>Designated funds:</i>					
DCDC conference	21,739	-	(21,739)	-	-
Emerging leaders	-	-	-	5,000	5,000
<i>Total designated funds</i>	<i>21,739</i>	<i>-</i>	<i>(21,739)</i>	<i>5,000</i>	<i>5,000</i>
General funds	466,196	386,370	(360,339)	(5,000)	487,227
Total unrestricted funds	487,935	386,370	(382,078)	-	492,227
Total funds	542,026	770,370	(631,879)	-	680,517

17. 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.

Accounts

Company no. 02733294
Charity no. 1026543

RLUK (Research Libraries UK)
Report and Audited Financial Statements
31 July 2023

RLUK (Research Libraries UK)

Reference and administrative details

For the year ended 31 July 2023

Company number 02733294

Charity number 1026543

Registered office and operational address Room 257
Senate House
Malet Street
London
WC1E 7HU

Trustees 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	
E Fay	appointed 23 March 2023
J Gardner	resigned 23 March 2023
J Harvell	(Vice-Chair)
M Khokhar	(Chair)
K Lingstadt	appointed 23 March 2023
A O'Neill	
C Price	
T Stanley	
J Taylor-Roe	(Treasurer)
J Upton	
E Waller	resigned 23 March 2023

Chief executive officer and company secretary D Prosser

Staff M Greenhall, Deputy Executive Director (resigned 16 September 2022)
W Nixon, Deputy Executive Director (appointed 3 January 2023)
C Kamposiori, Executive Programme Officer
M Cheung, Executive Assistant

Bankers	National Westminster Bank plc	Barclays Bank plc
	8 Park Row	79-84 High Street
	Leeds	Birmingham
	LS1 1QS	B4 7TF

Solicitors Veale Wasbrough Vizards
Second Floor
3 Brindley Place
Birmingham
B1 2JB

Auditors 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 2023

The Trustees of Research Libraries UK (RLUK) present their annual report together with the financial statements for 1 August 2022 to 31 July 2023.

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 39 major research institutions:

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

RLUK (Research Libraries UK)

Report of the Trustees

For the year ended 31 July 2023

Royal Holloway, University of London
University of Sheffield
SOAS University of London
University of Southampton
University of Sussex
University of St Andrews
Trinity College Dublin
University College London
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, normally 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.

RLUK (Research Libraries UK)

Report of the Trustees

For the year ended 31 July 2023

g. Risks

A Risk Register outlining potential risks to the charity is maintained by the Executive and is reviewed regularly throughout the year by the Board. Risks include environmental, business, financial and operational factors. Where issues are identified, appropriate means to address them are introduced.

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 objects 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 current 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
- **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.

RLUK (Research Libraries UK)

Report of the Trustees

For the year ended 31 July 2023

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.
- **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

Review of activities

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

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.

RLUK (Research Libraries UK)

Report of the Trustees

For the year ended 31 July 2023

The RLUK-AHRC Professional Practice Fellowship Scheme (PPFS) 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.

The majority of the first round of fellows concluded their projects by mid 2023, and in December 2022 a call was announced for applications to the second round of PPFS, which offered fellowships of up to £25,000 (80% FEC). 9 fellows will commence their projects from September 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 reappointed to deliver the second round of the RCC programme.

The second round of RCC was opened for applications in June 2023, with an announcement in September 2023 of 15 successful applicants from across the academic and research library communities.

As part of their well-established collaborative relationship, RLUK and The National Archives (TNA) announced the launch of the fourth (2023-24) round of the Professional Fellowship scheme for staff working in both institutions in November 2022. Two fellowships were awarded in December with work commencing on projects in February, exploring pressing issues around accessibility of and engagement with special collection and archive material as well as the role of libraries in digital scholarship and the needs that library and archive professionals have when supporting or collaborating in relevant projects.

RL Position Description Bank

Since October 2021, RLUK members have been able to contribute towards and search the ARL Position Description Bank (PD Bank, a database of over 10,000 position descriptions from North American and Canadian research libraries, and RLUK is the first consortium outside that region to join this resource.

In September 2022, the service was renamed the Research Libraries Position Description Bank (RL PD Bank) and RLUK joined its steering committee, alongside Association of Research Libraries (ARL), Association of Southeastern Research Libraries (ASERL), Canadian Association of Research Libraries (CARL), Research Libraries UK (RLUK), and the George A. Smathers Libraries of University of Florida. The new configuration reinforces the broad value of the RL PD Bank to the international research library community and establishes an equitable governance structure.

In April 2023, RLUK partnered with the National Library of Scotland (NLS) and SCURL for an AI symposium in Edinburgh. The event explored what the library and cultural sector can do to prepare for the future impact of AI across library operations.

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Digital shift

RLUK's Digital Shift Working Group (DSWG) met throughout the year to discuss the ongoing delivery of the digital shift manifesto's delivery plan, and to begin planning for a third series of the Digital Shift Forum (to commence in October 2023). In June 2023 the group launched an RLUK wide survey to establish the level of Digital Shift Maturity across members.

The Digital Scholarship Network (DSN) met throughout the year and hosted a number of events, including a joint event with the University of Birmingham on digitisation and the strategic drivers and rationale behind investing in digitisation resources.

Open Scholarship

RLUK continued its monthly virtual town halls, which are a constructive forum for members to discuss ongoing publisher negotiations and issues around future models for open access content, and to establish collective priorities and concerns.

The Open Access Publisher Process Group (OAPP) met during the year to discuss issues around publisher workflows.

RLUK is represented on a number of national and international committees and working groups moving open scholarship forward, including the UUK/Jisc Content Negotiation Strategy Group and Open Research Competencies Coalition (ORCC).

RLUK joined the Open Book Futures Consortium in March 2023, which is a project to develop and support organisations, tools and practices that enable both academics and the wider public to make more and better use of books published on an Open Access basis.

RLUK joined the new Learning Content Expert Group in February 2023. The group will work closely with the UUK Jisc Content negotiation strategy group to secure agreements that provide affordable and equitable access to learning content and solutions that enable excellence in teaching and enhance the student experience and learner outcomes.

Culture and heritage

Virtual Reading Rooms (VRRs) and Virtual Teaching Spaces (VTs)

RLUK continued its research into the development and delivery of VRRs and VTs amongst archives, special collections, and museums, with a third report on *Academic use and perceptions of Virtual Reading Rooms and Virtual Teaching Spaces* published in August 2022, which aimed to establish the academic awareness, experience, and perception of VRR and VTs and develop a better understanding of user needs and motivations behind the use of these services.

Christina Kamposiori and Matt Greenhall spoke at the Historic Libraries Forum Conference in November 2022 and Christina spoke at the LIBER 2023 Conference and the Digital Humanities 2023 Conference about RLUK's work to date on VRRs and VTs.

In October 2022, RLUK in collaboration with IARLA partners, held an 18-hour international sprint relay symposium on 'Creating a community-driven toolkit for the development and delivery of Virtual Reading Room services'. The event spanned the globe through a series of three connected, sequential, and iterative seminars in the region of Australia/ New Zealand, UK/Europe, and US/Canada.

It involved talks, discussions, and interactive breakout sessions which aimed to showcase the international experience around the development and delivery of VRRs as well as directly inform and shape the contents of a practical toolkit for the development and delivery of Virtual Reading Room services amongst collection-holding institutions.

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The outputs from this event helped to shape the VRRs Toolkit, a resource for all collection-holding institutions, including libraries, archives, and museums, which are interested in setting up a VRR consultation service or are at the early stages of VRR development.

The RLUK Decolonisation Group, consisting of members of the RLUK Special Collections and Heritage Network (SCHN) and the Collections Strategy Network (CSN), continued to run a programme of events to explore what decolonisation means in practice and investigate current practices in collecting, describing, presenting, and engaging with content in research library collections. The group aims to facilitate dialogue, shape strategic direction, and develop a shared understanding across the sector of what decolonisation means, what the criteria are for decolonising collections and what the role of different groups is in the process.

The group curates the Inclusive Collections, Inclusive Libraries Seminar Series, which launched in October 2022, and has welcomed Dorothy Berry (Smithsonian), Richard Benjamin (University of Liverpool), Mamokgethi Phakeng (University of Cape Town), Malik Al Nasir (University of Cambridge), Hannah Ishmael (Black Cultural Archives) and more to give talks on the decolonisation of collections and curriculums.

In January 2023, the Decolonisation Group launched an RLUK-wide survey to explore the current practices and needs of RLUK research libraries when making collections more inclusive, with a focus on decolonisation practices and understanding the training needs and skills. The outputs from the survey were published in a report, *Decolonisation practices and needs of research libraries* that was published in July 2023.

RLUK revived its Funders Network in December 2022, with the first meeting attended by representatives from Wellcome Trust, The National Archives, Arts Council England, Arcadia Fund, Leverhulme Trust, and Rothschild Foundation Hanadiv Europe, as well as members of the RLUK Board, Executive, and Networks. A second meeting of the network was held in June 2023 to discuss decolonisation and EDI in research libraries, and to hear from funders about how they have incorporated EDI principles in their organisations, strategies, and schemes.

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, Etextbooks, and Decolonising and Diversification.

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

In September 2022, RLUK hosted an informal roundtable on Controlled Digital Lending (CDL), with Kyle Courtney, copyright advisor for Harvard University and one of the leading authorities on CDL. The wide ranging discussion compared the legislative environments in the US and UK and what the implications were for successful implementation of CDL; looked at some of the active litigation in this space (mainly aimed at the Internet Archive); considered which types of material might best lend themselves to CDL solutions; and thought about technological, legal, and 'sociological' changes that might help adoption of CDL in the UK.

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RLUK Space Programme

The RLUK Space Programme is a forum for RLUK members to engage in open dialogue and share their knowledge and experience around spatial redesign and capital builds. There were three Space events held during the year.

In December 2022, an event was held on Event: Equality, Diversity, and Inclusion in the Research Library Space. This event aimed to showcase how research libraries are designing and reinventing their buildings and spaces with the aim of becoming more inclusive places where people from various backgrounds can work, explore, and learn. The event entailed presentations by the University of York Library, University of Lancaster Library, and the University of Birmingham Library.

In March 2023, RLUK hosted an event on User experience and the research library space: current practices and approaches, which looked at the current practices and approaches employed by institutions to enhance the way users experience the research library space; from facilitating learning and scholarship to offering new ways to engage with collections.

Finally in July 2023, an event on Library spaces for scholarship: facilitating research, partnerships, and innovation explored what types of library spaces and places best support modern scholarship and what is attracting scholars in our physical space, despite the abundance of digital services and resources.

An RLUK Space Programme Survey was launched in April 2023 to document current interests and initiatives around space (re-)development across RLUK member libraries. The data from the survey were made available to members in June as a shared resource for the purpose of knowledge exchange, for the development of networking activities, and to provide peer-to-peer support.

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

The RLUK Decolonisation Group launched the Inclusive Collections, Inclusive Libraries event series and launched an RLUK-wide survey to explore the current practices and needs of RLUK research libraries when making collections more inclusive, with a focus on decolonisation practices and understanding the training needs and skills that professionals working in this area have.

As part of the RLUK Space Programme, Equality, an event was held in December 2022 on Diversity, and Inclusion in the Research Library Space, aiming to showcase how research libraries are designing and reinventing their buildings and spaces with the aim of becoming more inclusive.

The meeting of the RLUK Funders Network in June 2023 focused on the theme of decolonisation and EDI in research libraries. There was an opportunity to hear from funders about how they have incorporated EDI principles in their organisations, strategies, and schemes.

Emerging Leaders Programme

Emerging Leaders is a sector wide project that will explore the development of a transformative and sustainable Emerging Leaders' programme for colleagues from ethnically diverse communities. Project partners are RLUK, Libraries Connected, CILIP, SCONUL, WHELF, and SCURL, with funding also provided by Arts Council England. In November 2022 an ITT was issued for a scoping study, and following a formal review process, Evidence Base (Birmingham City University) were awarded the contract. The outputs from the survey will be made available at the end of 2023.

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For the year ended 31 July 2023

In November 2022, RLUK published a report on *Equality, diversity, and inclusion in the research library. An analysis of RLUK institutions' job descriptions*. This piece of focused research aimed to investigate how issues around equality, diversity, and inclusion (EDI) are represented in the job descriptions of RLUK member institutions as well as how libraries apply EDI values to their recruitment practices. It also looked at whether new roles, including leadership positions, are being created to drive EDI initiatives and contribute towards culture change within institutions. Finally, the representation of EDI initiatives and roles amongst RLUK members was placed within an international context through a comparison to initiatives being undertaken by US and Canadian research libraries.

Rights, copyright and licensing

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

RLUK is 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 continued its research into the development and delivery of VRRs and VTs amongst archives, special collections, and museums, with a third report on *Academic use and perceptions of Virtual Reading Rooms and Virtual Teaching Spaces* published in August 2022. RLUK, in collaboration with its partners, has been tracking the development of these services since 2020 and investigating their potential as digital research infrastructure. A VRR toolkit was launched in February 2023 as a result of discussions held on the topic in October 2022, over an 18-hour international sprint relay symposium that RLUK organised in collaboration with IARLA partners.

RLUK signed the Green Libraries Manifesto in June 2023 joining an increasing number of organisations within the UK and beyond in setting our common values across the sector.

RLUK is committed to helping our members address issues around the environmental impact of physical spaces and digital collections and also to look at our own activity as a member organisation and seek ways to reduce our own environmental impact.

Partner Relationships

RLUK and AHRC

RLUK continued its very productive partnership with AHRC during the year with a second round launched of the Professional Practice Fellowship scheme and the Research Catalyst Cohort (RCC) programme, part of the Research Engagement Programme (REP).

Council on Library and Information Resources

Members of the RLUK Executive and Digital Scholarship Network met with colleagues from CLIR's Data and Digital Scholarship working group in August 2022 to discuss the ongoing collaboration between the two networks. The collaboration has included a series of highly popular joint events, delivered virtually since April 2021, and the creation of a Transatlantic digital scholarship skills directory.

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RLUK and The National Archives

RLUK has continued to work closely with The National Archives (TNA) on the TNA-RLUK Professional Fellowship Scheme, which 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.

RLUK and Jisc

RLUK has continued to work closely with Jisc, being represented on the 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.

IARLA

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

IARLA met throughout the year to discuss the impact of rising inflation, the political situation in Ukraine, staff wellbeing, and international efforts to support open scholarship.

The IARLA VRR Working Group held a successful international relay symposium and produced the Virtual Reading Rooms (VRRs) Toolkit.

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. Co-convenors of the network are Fiona Courage (Sussex) and Phil Cheeseman (Lancaster).

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

In November 2022 the ADN met in Oxford for its first in person meeting since the pandemic. This meeting included a workshop on resilience.

The NDN and ADN held a joint in-person meeting in Sheffield in April 2023 to explore developing the future workforce and on the dynamics of leadership – both facing into the library and into the wider institution.

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), who were succeeded by Suzy Cheeke (Bristol) and Jane Saunders (Leeds) in January 2023.

The network met both in person and virtually during the year to discuss moves towards a UK Distributed Print Book Collection, OA Monographs, publisher negotiations, modelling, IIL and rights retention.

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The network also hosted a monthly Read & Publish Coffee Morning with participation from the OSN and OAPP.

The OSN and CSN hosted an online demo of the Open Research Tracker in June 2023. The software was developed by the University of Manchester Library as a key part of their open research programme.

Digital Scholarship Network (DSN)

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), who were succeeded by Gavin Boyce (Sheffield) and Lorraine Beard (Manchester) in January 2023.

In October 2022 the DSN held an online symposium, with representatives from the international research library community, European library networks and the academic community, to explore the nature and extent of digital scholarship occurring within research libraries across the international research library community.

The same month the DSN held its first in-person meeting since the pandemic at the University of Southampton. The meeting focused on the new RLUK strategy and the future direction and contribution of the Digital Scholarship Network. Attendees had also the opportunity to visit the new Digital Humanities space at Southampton.

A second in-person meeting was held at Sheffield in February 2023 with lightning talks from members showcasing digital scholarship at their institutions as well as highlight areas where the DSN could provide support. This was followed by afternoon breakout sessions to focus on key priorities and action. It was a dynamic and active day which touched on a wide range of themes including AI and digitisation, digital preservation, skills and rights/licencing. A key outcome of this meeting was a strategic roadmap of work over the next two years.

An online joint Digitisation Workshop, held with the University of Birmingham, took place in July 2023. The event focused on the act of digitisation – the strategic drivers and rationale behind investing in digitisation resources and the choices behind what to convert to digital format. The event also focused on what to do with the materials once they are in a digital format and included examples from researchers on how they have supported their research.

The DSN also began to meet regularly during a series of bi-monthly informal virtual cafe sessions. These provide an opportunity for meeting new members and providing broader network support.

New Directors' Network (NDN)

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.

The NDN and ADN held a joint in-person meeting in Sheffield in April 2023 to explore developing the future workforce and on the dynamics of leadership – both facing into the library and into the wider institution.

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 (Liverpool) and Daryl Green (Edinburgh), with Gary Brannan (York) and Simon Dixon (Leicester) taking over from January 2023.

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The SCHN met in the Autumn of 2022 to discuss repatriation and restitution of cultural heritage collections. It held an in-person meeting in May 2023 at LSE on Funding and Collaboration. This meeting consisted of a morning in-person session where SCHN members discussed what RLUK libraries are doing well when it comes to special collections and outlined their priorities, but also the challenges they currently face and the opportunities for collaboration. The afternoon session was hybrid and entailed a presentation from LSE on their COVID Archive Oral Histories as well as presentations from TNA and some of the RLUK/AHRC and RLUK/TNA Professional Fellows.

Open Strategy Network (OSN)

The RLUK Open Strategy Network (OSN) was launched in 2022 as a professional peer network for RLUK members leading Scholarly Communication, Open Science, Open Research, Open Scholarship and related activities within member libraries. The network is co-convened by Kirsty Wallis (UCL) and Ruth Mallialieu (Oxford), with support from Niamh Tumelty (Cambridge/LSE).

The first meeting of the OSN took place virtually in September 2022, where the terms of reference, priorities, and ways of working were decided upon, and the network met again in January 2023 to formulate its priorities for the forthcoming year, and in May 2023 it held its first in-person meeting in Cambridge to scope out new working groups and strategic activities to take forward.

In May 2023, the OSN led an event on 'Bridging the Gap: Exploring Innovative Opportunities for Research Libraries to Reform Research Assessment.. The workshop reflected on the role of libraries in implementing the Declaration on Research Assessment (DORA) with case studies from Leeds, Leicester, Newcastle and Reading.

The OSN and CSN hosted an online demo of the Open Research Tracker in June 2023. The software was developed by the University of Manchester Library as a key part of their open research programme.

Digital Shift Working Group (DSWG)

In order to take forward the creation and delivery of the digital shift manifesto, RLUK convened a working group of colleagues drawn from its member networks with an interest in the digital shift. The working group is representative of the various interests of RLUK members and is drawn from across the membership and oversee and leads a programme of activity to realise its vision. It was convened by William Nixon (Glasgow) until the end of December 2022. He was succeeded by two co-convenors Claire Knowles (Leeds) and Tom Shaw (Lancaster) from January 2023.

The Digital Shift Working Group (DSWG) met throughout the year to discuss the ongoing delivery of the digital shift manifesto's delivery plan, and to begin planning for a third series of the Digital Shift Forum (to commence in October 2023). In June 2023 the group launched an RLUK wide survey to establish the level of Digital Shift Maturity across members.

Open Access Publisher Processes Group (OAPP)

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

RLUK Members' Meeting

RLUK held its first post-pandemic in-person meeting of the whole membership in Manchester in November 2022. The meeting had as its themes sustainability and meeting carbon targets, and action around collective collections. The New Directors Network took advantage of so many of its members being present to also hold an in-person meeting.

RLUK (Research Libraries UK)

Report of the Trustees

For the year ended 31 July 2023

RLUK23 Conference

The RLUK23 Conference, *Partners and Pioneers: Reimagining the modern research library*, was held virtually in March 2023. Keynote talks were delivered by Matthijs van Otegem, University Librarian at Utrecht University and Elisabeth Long, Sheridan Dean of University Libraries, Archives and Museums at Johns Hopkins University.

Panel sessions explored Shaping Inclusive Libraries, The Open Library, Engaging through Collections, Skills and Partnership, Libraries as Partners in Research. The RLUK Decolonisation Group hosted a session on Developing Inclusive Collections and Practices. There were also two provocation sessions on Reimagining the Library for Open Access Books and Failure is Good (for the Future of Libraries).

The conference also featured a Wellbeing Showcase, highlighting the role libraries play in supporting students and staff through health and wellbeing initiatives.

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 income for the financial year amounted to £138,491 (2022: £10,126). RLUK received additional funding from AHRC to support our joint projects as described above (p. 4-5). Spending on these projects covered both the 22/23 and 23/24 financial years. The majority of the £138,491 therefore represents restricted funds that will be spent in 23/24.

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.

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 reserves policy from 23 February 2018 was revised by the Board at its meeting of 10 February 2023. It was agreed that the total assets of RLUK (across all accounts and investments) should not fall below £300,000. 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.

RLUK (Research Libraries UK)

Report of the Trustees

For the year ended 31 July 2023

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 2023 were £481,232 (2022: £461,591). The slight increase in unrestricted reserves resulted in part due to an underspend on salary costs. For three months the total head count was reduced from four to three as RLUK recruited a new Deputy Executive Director. Over the next five years the RLUK Board intends to set deficit budgets to spend-down levels of free reserves in a managed manner.

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 has £221,000 invested in a Natwest Treasury Reserve Deposit Account at year end.

f. Future developments

RLUK intends to push ahead with its activities around the new strategy, The Library Transforming, published in January 2022. Please refer to Principal objective and aims (p. 4-5) for an outline of The Library Transforming strategic plan.

RLUK (Research Libraries UK)

Report of the Trustees

For the year ended 31 July 2023

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 16 February 2024 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)

Opinion

We have audited the financial statements of RLUK (Research Libraries UK) (the 'charity') for the year ended 31 July 2023 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 2023 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)

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)

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)

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. 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: 19 February 2024

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 2023**

	Note	Restricted £	Unrestricted £	2023 Total £	2022 Total £
Income from:					
Donations	3	-	365,976	365,976	347,208
Charitable activities	4	384,000	14,150	398,150	248,057
Investments		-	6,244	6,244	586
Total income		<u>384,000</u>	<u>386,370</u>	<u>770,370</u>	<u>595,851</u>
Expenditure on:					
Charitable activities		<u>249,801</u>	<u>382,078</u>	<u>631,879</u>	<u>585,725</u>
Total expenditure	5	<u>249,801</u>	<u>382,078</u>	<u>631,879</u>	<u>585,725</u>
Net income and movement in funds	8	134,199	4,292	138,491	10,126
Reconciliation of funds:					
Total funds brought forward		<u>54,091</u>	<u>487,935</u>	<u>542,026</u>	<u>531,900</u>
Total funds carried forward		<u><u>188,290</u></u>	<u><u>492,227</u></u>	<u><u>680,517</u></u>	<u><u>542,026</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 16 to the accounts.

RLUK (Research Libraries UK)**Balance sheet****As at 31 July 2023**

	Note	£	2023 £	2022 £
Fixed assets				
Tangible assets	11		5,995	4,605
Current assets				
Debtors	12	56,941		35,513
Cash at bank and in hand		891,261		552,882
		948,202		588,395
Liabilities				
Creditors: amounts falling due within 1 year	13	(273,680)		(50,974)
Net current assets			674,522	537,421
Net assets	15		680,517	542,026
Funds	16			
Restricted funds			188,290	54,091
Unrestricted funds				
Designated funds			5,000	21,739
General funds			487,227	466,196
Total charity funds			680,517	542,026

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 16 February 2024 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 2023**

	2023	2022
	£	£
Cash used in operating activities:		
Net movement in funds	138,491	10,126
Adjustments for:		
Depreciation charges	2,012	732
Loss on disposal	63	-
Dividends, interest and rent from investments	(6,244)	(586)
(Increase) / decrease in debtors	(21,428)	14,937
Increase / (decrease) in creditors	222,706	(21,930)
Net cash provided by operating activities	335,600	3,279
Cash flows from investing activities:		
Purchase of tangible fixed assets	(3,465)	(3,815)
Dividends, interest and rent from investments	6,244	586
Net cash provided by / (used in) investing activities	2,779	(3,229)
Increase in cash and cash equivalents in the year	338,379	50
Cash and cash equivalents at the beginning of the year	552,882	552,832
Cash and cash equivalents at the end of the year	891,261	552,882

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

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.

Notes to the financial statements

For the year ended 31 July 2023

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.

Notes to the financial statements

For the year ended 31 July 2023

1. Accounting policies (continued)

n) 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 significant sources of estimation uncertainty in these financial statements.

2. Prior period comparatives: statement of financial activities

	Restricted £	Unrestricted £	2022 Total £
Income from:			
Donations	-	347,208	347,208
Charitable activities	207,832	40,225	248,057
Investments	-	586	586
Total income	207,832	388,019	595,851
Expenditure on:			
Charitable activities	203,439	382,286	585,725
Total expenditure	203,439	382,286	585,725
Net income and movement in funds	4,393	5,733	10,126

3. Income from donations

	2023 Total £	2022 Total £
Subscriptions	365,976	347,208

All income from subscriptions in the current and prior year was unrestricted.

RLUK (Research Libraries UK)

Notes to the financial statements

For the year ended 31 July 2023

4. Income from charitable activities

	Restricted £	Unrestricted £	2023 Total £
AHRC Scoping Study	5,000	-	5,000
Conferences	-	14,150	14,150
Grants	379,000	-	379,000
Total income from charitable activities	384,000	14,150	398,150

Prior period comparative:

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

5. Total expenditure

	Charitable activities £	Support and governance £	2023 Total £
Audit and accountancy	-	19,634	19,634
Conference costs	42,649	-	42,649
Grants payable (note 6)	218,790	-	218,790
Member network costs	3,696	-	3,696
Office costs	-	17,801	17,801
Other governance costs	-	6,184	6,184
Outreach/subscriptions	455	-	455
Professional fees	-	2,285	2,285
Staff costs (note 9)	209,276	70,225	279,501
Strategic development costs	34,085	-	34,085
Travel and subsistence	6,799	-	6,799
Sub-total	515,750	116,129	631,879
Allocation of support and governance costs	116,129	(116,129)	-
Total expenditure	631,879	-	631,879

Total governance costs were £11,684 (2022: £11,197).

RLUK (Research Libraries UK)

Notes to the financial statements

For the year ended 31 July 2023

5. Total expenditure (continued)

Prior period comparative:

	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 9)	222,435	65,199	287,634
Strategic development costs	20,269	-	20,269
Travel and subsistence	8,325	-	8,325
Sub-total	470,742	114,983	585,725
Allocation of support and governance costs	114,983	(114,983)	-
Total expenditure	585,725	-	585,725

RLUK (Research Libraries UK)

Notes to the financial statements

For the year ended 31 July 2023

6. Grants payable

During the year, 13 (2022: 10) grants were awarded to 12 (2022:10) organisations to fund professional practice fellowships.

	2023 £	2022 £
Grants payable to institutions:		
<u>Professional Practice Fellowship Scheme</u>		
Cardiff University	382	19,990
Durham University (2 (2022: 1) grants)	26,112	19,914
Leeds Beckett University	600	15,506
Manchester Metropolitan University	-	19,978
National Library of Scotland	17,812	-
National Library of Scotland	25,000	-
National Museums Scotland	24,480	-
The British Library	-	19,968
University of Bristol	24,268	-
University of Cambridge	24,942	19,963
University of Hertfordshire	24,718	-
University of Hull	-	19,824
University of Leeds	-	19,999
University of Lincoln	673	18,983
University of Northampton	24,880	-
University of Sheffield	24,923	-
University of Sussex	-	20,000
	<u>218,790</u>	<u>194,125</u>

Support costs of £4,353 (2022: £10,783) were allocated to grant-making activities.

7. Grant commitments

	2023 £	2022 £
Grants committed during the period	218,790	194,125
Grants paid during the period	<u>(2,815)</u>	<u>(194,125)</u>
Grant commitments carried forward	<u>215,975</u>	<u>-</u>

RLUK (Research Libraries UK)

Notes to the financial statements

For the year ended 31 July 2023

8. Net movement in funds

This is stated after charging:

	2023 £	2022 £
Depreciation	2,012	732
Trustees' remuneration	Nil	Nil
Trustees' reimbursed expenses	Nil	Nil
Auditors' remuneration:		
▪ Statutory audit (excluding VAT)	<u>6,500</u>	<u>5,500</u>

9. 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:

	2023 £	2022 £
Staff costs recharged from University of London	<u>279,501</u>	<u>287,634</u>

The key management personnel of the charity comprise the Trustees and Chief Executive Officer. The total employee benefits of the key management personnel were £114,243 (2022: £109,713).

The average staff head count was 4 (2022: 4).

10. 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 2023

11. Tangible fixed assets

	Equipment and furniture £
Cost	
At 1 August 2022	5,665
Additions in year	3,465
Disposals	<u>(249)</u>
At 31 July 2023	<u>8,881</u>
Depreciation	
At 1 August 2022	1,060
Charge for the year	2,012
On disposals	<u>(186)</u>
At 31 July 2023	<u>2,886</u>
Net book value At 31 July 2023	<u><u>5,995</u></u>
At 31 July 2022	<u><u>4,605</u></u>

12. Debtors

	2023 £	2022 £
Trade debtors	39,826	16,083
Prepayments and accrued income	3,289	8,006
VAT	<u>13,826</u>	<u>11,424</u>
	<u><u>56,941</u></u>	<u><u>35,513</u></u>

13. Creditors : amounts due within 1 year

	2023 £	2022 £
Trade creditors	4,849	32,999
Accruals	32,289	9,593
Deferred income (note 14)	19,708	5,000
Other creditors	859	3,382
Grants payable (note 7)	<u>215,975</u>	<u>-</u>
	<u><u>273,680</u></u>	<u><u>50,974</u></u>

RLUK (Research Libraries UK)

Notes to the financial statements

For the year ended 31 July 2023

14. Deferred income

	2023 £	2022 £
At 1 August 2022	5,000	31,600
Deferred during the year	19,708	-
Released during the year	<u>(5,000)</u>	<u>(26,600)</u>
At 31 July 2023	<u>19,708</u>	<u>5,000</u>

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

15. Analysis of net assets between funds

	Restricted funds £	Designated funds £	General funds £	Total funds £
Tangible fixed assets	-	-	5,995	5,995
Current assets	404,265	5,000	538,937	948,202
Current liabilities	<u>(215,975)</u>	<u>-</u>	<u>(57,705)</u>	<u>(273,680)</u>
Net assets at 31 July 2023	<u>188,290</u>	<u>5,000</u>	<u>487,227</u>	<u>680,517</u>
Prior period comparative	Restricted funds £	Designated funds £	General funds £	Total funds £
Tangible fixed assets	-	-	4,605	4,605
Current assets	59,091	21,739	507,565	588,395
Current liabilities	<u>(5,000)</u>	<u>-</u>	<u>(45,974)</u>	<u>(50,974)</u>
Net assets at 31 July 2022	<u>54,091</u>	<u>21,739</u>	<u>466,196</u>	<u>542,026</u>

RLUK (Research Libraries UK)

Notes to the financial statements

For the year ended 31 July 2023

16. Movements in funds

	At 1 August 2022 £	Income £	Expenditure £	Transfers between funds £	At 31 July 2023 £
Restricted funds					
AHRC	-	5,000	(5,000)	-	-
AHRC Fellowships	5,875	350,000	(219,803)	-	136,072
EBSCO	40,000	-	-	-	40,000
Emerging Leaders Fellowships	-	29,000	(23,480)	-	5,520
National Archives	3,716	-	(1,518)	-	2,198
	4,500	-	-	-	4,500
Total restricted funds	54,091	384,000	(249,801)	-	188,290
Unrestricted funds					
<i>Designated funds:</i>					
DCDC conference	21,739	-	(21,739)	-	-
Emerging leaders	-	-	-	5,000	5,000
<i>Total designated funds</i>	<i>21,739</i>	<i>-</i>	<i>(21,739)</i>	<i>5,000</i>	<i>5,000</i>
General funds	466,196	386,370	(360,339)	(5,000)	487,227
Total unrestricted funds	487,935	386,370	(382,078)	-	492,227
Total funds	542,026	770,370	(631,879)	-	680,517

Purposes of restricted funds

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.

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.

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.

Emerging Leaders

This fund represents monies received from Arts Council England, SCONUL, CILIP, SCURL and WHELF for an emerging leaders scoping study.

Professional Fellowships Scheme

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

RLUK (Research Libraries UK)

Notes to the financial statements

For the year ended 31 July 2023

16. Movements in funds (continued)

Purposes of restricted funds (continued)

The National Archives

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

Purposes of designated funds

DCDC conference

Funds ringfenced from the DCDC conference, contributed to JISC within the year, who now run the conference.

Emerging leaders

Funds transferred within the year as a contribution to the Emerging Leaders scoping study.

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

17. 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.

Accounts

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

Company number 02733294

Charity number 1026543

Registered office and operational address Room 257
Senate House
Malet Street
London
WC1E 7HU

Trustees 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

Chief executive officer and company secretary Dr D Prosser

Staff M Greenhall, Deputy Executive Director (resigned 16 September 2022)
C Kamposiori, Programme Officer
M Cheung, Executive Assistant

Bankers	National Westminster Bank plc 8 Park Row Leeds LS1 1QS	Barclays Bank plc 79-84 High Street Birmingham B4 7TF
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Solicitors Veale Wasbrough Vizards
Second Floor
3 Brindley Place
Birmingham
B1 2JB

Auditors 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

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 37¹ 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

¹ 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 (VTs)

RLUK continued its research into the development and delivery of VRRs and VTs amongst archives, special collections, and museums, with its second report, *Virtual Reading Rooms (VRRs) and Virtual Teaching Spaces (VTs) 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 VTs, 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 VTs, 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 (Eols) 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).

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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 (2nd 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

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

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

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)

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)

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)

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)

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. 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 £
Income from:					
Donations	3	-	347,208	347,208	347,208
Charitable activities	4	207,832	40,225	248,057	183,338
Investments		-	586	586	54
Total income		<u>207,832</u>	<u>388,019</u>	<u>595,851</u>	<u>530,600</u>
Expenditure on:					
Charitable activities		<u>203,439</u>	<u>382,286</u>	<u>585,725</u>	<u>380,195</u>
Total expenditure	5	<u>203,439</u>	<u>382,286</u>	<u>585,725</u>	<u>380,195</u>
Net income and movement in funds	7	4,393	5,733	10,126	150,405
Reconciliation of funds:					
Total funds brought forward		<u>49,698</u>	<u>482,202</u>	<u>531,900</u>	<u>381,495</u>
Total funds carried forward		<u><u>54,091</u></u>	<u><u>487,935</u></u>	<u><u>542,026</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 £
Fixed assets				
Tangible assets	10		4,605	1,522
Current assets				
Debtors	11	35,513		50,450
Cash at bank and in hand		552,882		552,832
		588,395		603,282
Liabilities				
Creditors: amounts falling due within 1 year	12	(50,974)		(72,904)
Net current assets			537,421	530,378
Net assets	14		542,026	531,900
Funds	15			
Restricted funds			54,091	49,698
Unrestricted funds				
Designated funds			21,739	22,797
General funds			466,196	459,405
Total charity funds			542,026	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
	£	£
Cash used in operating activities:		
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	(21,930)	16,854
Net cash provided by operating activities	<u>3,279</u>	<u>157,246</u>
Cash flows from investing activities:		
Purchase of tangible fixed assets	(3,815)	(1,602)
Dividends, interest and rent from investments	586	54
Net cash used in investing activities	<u>(3,229)</u>	<u>(1,548)</u>
Increase in cash and cash equivalents in the year	50	155,698
Cash and cash equivalents at the beginning of the year	<u>552,832</u>	<u>397,134</u>
Cash and cash equivalents at the end of the year	<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.

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.

Notes to the financial statements

For the year ended 31 July 2022

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
-------------------------	-------------------

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.

Notes to the financial statements

For the year ended 31 July 2022

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

3. Income from donations

	Restricted £	Unrestricted £	2022 Total £	2021 Total £
Subscriptions	-	347,208	347,208	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
Total income from charitable activities	207,832	40,225	248,057

Prior period comparative:

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

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
Sub-total	470,742	114,983	585,725
Allocation of support and governance costs	114,983	(114,983)	-
Total expenditure	585,725	-	585,725

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
Sub-total	286,936	93,259	380,195
Allocation of support and governance costs	93,259	(93,259)	-
Total expenditure	380,195	-	380,195

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	-
	194,125	-

RLUK (Research Libraries UK)

Notes to the financial statements

For the year ended 31 July 2022

7. Net movement in funds

This is stated after charging:

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

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:

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

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

10. Tangible fixed assets

	Equipment and furniture £
Cost	
At 1 August 2021	9,589
Additions in year	3,815
Disposals	<u>(7,739)</u>
At 31 July 2022	<u>5,665</u>
Depreciation	
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>
Net book value At 31 July 2022	<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

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

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

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

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

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.

Accounts

Company no. 02733294
Charity no. 1026543

RLUK (Research Libraries UK)
Report and Audited Financial Statements
31 July 2021

RLUK (Research Libraries UK)

Reference and administrative details

For the year ended 31 July 2021

Company number 02733294

Charity number 1026543

Registered office and operational address Room 257
Senate House
Malet Street
London
WC1E 7HU

Trustees 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	
S Butler	Resigned 31 December 2020
D Cutress	
J Gardner	(Chair)
R Green	Resigned 19 March 2021
J Harvell	Appointed 19 March 2021
M Khokhar	(Vice Chair)
A O'Neill	Appointed 19 March 2021
C Price	Appointed 19 March 2021
T Stanley	Appointed 19 March 2021
J Taylor-Roe	(Treasurer)
J Upton	
E Waller	

Chief executive officer and company secretary Dr D Prosser

Staff M Greenhall, Deputy Executive Director
C Kamposiori, Programme Officer
M Cheung, Executive Assistant

Bankers	National Westminster Bank plc	Barclays Bank plc
	8 Park Row	79-84 High Street
	Leeds	Birmingham
	LS1 1QS	B4 7TF

Solicitors Veale Wasbrough Vizards
Second Floor
3 Brindley Place
Birmingham
B1 2JB

Auditors 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 2021

The Trustees of Research Libraries UK (RLUK) present their annual report together with the financial statements for 1 August 2020 to 31 July 2021.

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 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
SOAS University of London

RLUK (Research Libraries UK)

Report of the Trustees

For the year ended 31 July 2021

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.

RLUK (Research Libraries UK)

Report of the Trustees

For the year ended 31 July 2021

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 slow return to offices this year, the RLUK Executive continued with remote working, including for all 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 objects 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 major themes of our current strategic plan, Reshaping Scholarship 2018-2021, are:

- Open Scholarship: Creating a new environment for the transformation of research
 - Supporting digital scholarship;
 - Support for open infrastructure;
 - Licensing and copyright; and
 - Open access monographs.
- A collective approach: reshaping modern research library collections
 - The digital shift;
 - Special collections;
 - Subscription costs; and
 - Collaborative collections and physical space.

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:

- Development and launch of 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;
- A comprehensive revision of RLUK's strategy for the period 2021-2024;
- Research and evidence to support our members in decision making and awareness of current and future priorities in the sector; and

RLUK (Research Libraries UK)

Report of the Trustees

For the year ended 31 July 2021

- Advocacy and representation on behalf of our members in sectorial projects, policy forums, and events.

Achievements and Performance

a. Review of activities

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

Covid-19

The onset and spread of Covid-19 caused major disruption, and in March 2020 all of RLUK's 37 member libraries closed and moved their operations online. RLUK also readjusted its operations and moved quickly to support members navigate a fast-changing landscape.

During this financial year RLUK member libraries slowly returned to onsite or a hybrid remote/onsite working model.

We continued to work closely with members to monitor the effects of the pandemic on their finances. In recognition of the uncertainty around the pandemic the Trustees agreed to continue the subscription freeze for member fees for the 2021/22 year.

RLUK organised and participated in a number of events and activities throughout the year that addressed the ongoing impact of the pandemic on members and the wider sector, these included:

- RLUK published a major research report, *Covid-19 and the digital shift in action (July 2020)*, based on a series of in depth member interviews regarding the impact of the Covid-19 pandemic on the ongoing digital shift in their collections, operations, and audience engagement;
- RLUK published the report *Collecting Covid-19: An RLUK Report on contemporary collecting* which presented the results of a survey aiming to investigate RLUK institutions' plans to collect material related to the Covid-19 crisis;
- Research Information's webcast *Bridge over Troubled Water – how do we span the Digital Divide?*, which covered issues raised by the shift to digital enforced by the Covid-19 pandemic and the various implications for staff, researcher and students and the unequal effects on different disciplines and their practice;
- An IARLA webinar discussing findings from the REopening Archives, Libraries, and Museums (REALM) Project;
- A Libraries and Archives Copyright Alliance (LACA) survey on Covid-19 and its impact on access to collections, which RLUK hosted and promoted a survey on behalf of LACA, which explored the impact of the Covid-19 pandemic on access to collections;
- A LIBER Conference panel discussion on Research Libraries and Covid-19: Impact and Plans for the future;
- RLUK Funders Network meeting held with representatives of RLUK SCLN, DSN, and Executive to discuss the ongoing impact of the Covid-19 pandemic on the research library and wider cultural sectors. Representatives included those from Arts Council England, AHRC, Arcadia, Wellcome Trust, Jisc, and The National Archives; and
- RLUK issued an open letter to First Minister of Wales, Mark Drakeford, in support of the National Library of Wales, which faced the prospect of additional staff cuts due to reduced funding from the Welsh Government.

RLUK (Research Libraries UK)

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For the year ended 31 July 2021

New RLUK strategy for 2021-24

RLUK began work on developing its new strategy for 2021-24 during this period. A wide number of consultations were held with the Board, members, member networks and working groups throughout the final portion of 2020 and first half of 2021, to help determine the focus and direction of travel for the strategy.

In July the Board approved a final version of the strategy, which will be presented in its final form at the 2021 members meeting in the Autumn.

Open Scholarship

Supporting Digital Scholarship

RLUK's work in support of digital scholarship has included the continued development the Digital Scholarship Network (DSN) as a major forum for knowledge exchange and a route through which tangible programmes of work are developed for the support of members. Notable highlights for the year have included the creation of an ambitious skills exchange programme between the DSN and CLIR's Digital Library Federation, Data and Digital Scholarship working group. This has included a series of joint events, the creation of a transatlantic skills exchange directory, blogs, and a community resource website.

Collaborative conversations continued between RLUK, the Association of Research Libraries, and the British Library regarding the creation of a US-UK digital scholarship institute. A funding application was submitted to the AHRC-NEH call for new directions in digital scholarship (August 2020) and although unsuccessful, the lessons from this application have informed a number of additional initiatives and conversations.

In October 2020, RLUK Programme Officer Christina Kamposiori published a paper *Partnering through Collections in Digital Humanities: Looking at Researchers' Needs* in the *Stedelijk Studies Journal*. This article reflected on the critical role that cultural institutions, such as libraries and archives, play in the production of knowledge in Digital Humanities through the expertise of their staff and collections. It looked at the current practices of these institutions when supporting or engaging in scholarship in the field. After examining aspects of the scholarly workflow in Digital Humanities, it also discussed some of the areas where librarians and archivists can forge collaborations with scholars in the field, with the purpose of facilitating the research process and improving collections.

Supporting open infrastructure

In August 2020, the Collections Strategy Network (CSN) issued a content statement outlining the position of RLUK libraries as they navigate the issues raised by the pandemic. It listed a series of requirements around databases and journal subscriptions, e-books and e-textbooks, and access to resources that will need to be met to ensure libraries can continue to fulfil the information needs of researchers and students. The statement is a position statement for RLUK, and a guide for those who are involved in the management and negotiation of content licences within libraries.

In the same month RLUK, SCONUL and Jisc issued a separate statement warning that universities may be forced to cancel big deals unless publishers respond to current financial pressures with reductions in the cost of accessing content.

RLUK hosted a webinar on the RapidILL inter-library loan service in November, led by Phil Sykes and Helen Hall from the University of Liverpool. The possibility of using improved interlibrary loan in any post-big deal scenario was explored and the practicalities of moving to a more integrated set of workflows discussed.

In October 2020, RLUK was invited to speak with North American members of SPARC to discuss tactics around journal negotiations.

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For the year ended 31 July 2021

In February 2021, RLUK hosted a member event facilitated by colleagues at Information Power to look at the ways in which smaller, independent publishers could be encouraged to move their journals to open access.

Licensing and copyright

RLUK has continued to actively engage in discussions and activities to enhance the copyright and licensing framework under which its members operate. RLUK hosted and promoted a cross-sector survey to establish how the Covid-19 pandemic has exposed challenges around the UK's copyright and licensing frameworks and has explored the copyright implications of specific initiatives and developments emerging from the pandemic, including Virtual Reading Rooms and Teaching Spaces.

As an active member of the Libraries and Archives Copyright Alliance, RLUK has played a central role in the creation and work of a series of LACA working groups and the formalisation and publication of the group's priorities (July 2020). RLUK has also continued its engagement as a member of Copyright4Knowledge and as a member of the European Alliance of Research Excellence (EARE).

In May 2021 David Prosser spoke at the CILIP Copyright Conference on open access and Plan S.

Open Access Monographs

We have continued to engage in discussions around open access monographs. The main forum for this is the UUK Open Access Coordination Group Monograph sub-group, of which RLUK is a member. We also have been working with OCLC and others to ensure greater visibility and discoverability for open access monographs in library and vendor systems.

A Collective Approach

The digital shift

RLUK has worked to support its members around the changing nature of research library collections, operations, and audiences in respect of the digital shift.

- Digital Shift Manifesto: Following the launch of its Digital Shift Manifesto in May 2020, members of RLUK's Digital Shift working group have led the implementation of an ambitious series of activities and initiatives as outlined in the manifesto's delivery plan.
- Digital Shift Forum: Foremost amongst the manifesto's deliverables has been the creation and delivery of the Digital Shift Forum, a cross-sector forum consisting of monthly seminars for colleagues from across the information, research, cultural and heritage communities, and third and commercial sectors, to discuss the future of the digital shift in collections, services, and audiences. Its first series stretched from October 2020 until July 2021 and welcomed 25 high-profile speakers, who are at the forefront of current thinking around the digital shift, including Lorcan Dempsey (OCLC), Catherine Stihler (Creative Commons) and many more. Over 3,500 colleagues registered to attend events belonging to the first series, the recordings of which now form a major online resource.

In May the Digital Shift Forum hosted a special international symposium on Digital poverty, inclusion, and the role of research libraries, which took a holistic, cross-sector, and international look at the issues of digital poverty and exclusion, and the role of society, higher-education, libraries, and research libraries in particular, in combating these challenges. Speakers were Catherine Mills, Head of Digital Social Inclusion, The Good Things Foundation; Hannah Holmes, Research Associate, Centre for Planning and Housing Research, University of Cambridge; Christopher Hale, Director of Policy, Universities UK; Sue Williamson, Director of Libraries, Arts Council England; Trevor Dawes, Vice Provost for Libraries and Museums and May Morris

RLUK (Research Libraries UK)

Report of the Trustees

For the year ended 31 July 2021

University Librarian / University of Delaware, US, and Joe Lucia, Dean of Temple University Libraries, Philadelphia, Pennsylvania, US.

Following on from the symposium, RLUK convened a small member roundtable to discuss the implications of digital poverty and exclusion for RLUK member libraries, their users, and staff. Chaired by Michelle Blake (University of York) and Kirsty Lingstadt (University of Edinburgh), the roundtable featured five discussants including Liz White (British Library), Isobel Hunter (Libraries Connected), Andrew Barker (University of Lancaster), Stephanie Jones and Sarah Pittaway (University of Worcester). Colleagues from CILIP and SCONUL also joined the discussion which explored the potential for collaboration in combatting digital poverty and what actions might be included within RLUK's forthcoming strategy.

New Review of Academic Librarianship: in July 2021, members of the digital shift working group submitted a lengthy article to a special issue of the journal which explored 'Covid-19 and the digital shift in action: an RLUK perspective in context'. The article explores the experiences of academic and research libraries in relation to the digital shift and offers a series of reflections regarding the implications of this beyond the pandemic. The article draws on eight case studies published on the RLUK website.

Special Collections

The RLUK Special Collections Programme (SCP) is a flexible programme of networks, tools and opportunities designed to improve access to, and use of, special collections across RLUK's membership, with a focus on encouraging engagement with wide-ranging audiences, inclusion in teaching and learning programmes at institutional level and active participation in the design of academic research proposals in which libraries play an integral role from inception.

RLUK participated in a Jisc convened webinar which explored the role of Digital Archival Collections and the potential for greater collective action around their purchase and use on 16 November. The meeting was chaired by Fiona Courage (University of Sussex and chair of the Jisc Digital Archive Collections steering group) and included a series of provocations from members of the library and academic communities regarding the purchase and use of DACs and explored the need for greater collective action and dialogue with publishers.

In November 2020, a journal paper with the title *Measuring the impact of special collections and archives in the digital age: opportunities and challenges* was published at the LIBER Quarterly: The Journal of the Association of European Research Libraries. The paper aimed to explore and understand the approaches employed by RLUK members for capturing and measuring the impact of activities based on special collections and archives.

In July 2021, RLUK published a major research report exploring the development and delivery of Virtual Reading Rooms (VRRs) and Virtual Teaching Spaces (VTSs) amongst archives, special collections, and museums. *New Frontiers of Digital Access: The development and delivery of Virtual Reading Rooms and Virtual Teaching Spaces amongst collection-holding institutions* presented the results from a major international survey of libraries, archives, and museums, conducted by RLUK in May-June 2021. The report will provide the foundation for a series of events and cross-sector discussions, led by RLUK, to explore the continued development and delivery of these exciting services nationally and internationally.

Subscription costs

RLUK continues to represent its members on key sector groups tasked with achieving acceptable deals with large publishers: including the UUK/Jisc Content Negotiation Strategy Group and the Jisc Content

RLUK (Research Libraries UK)

Report of the Trustees

For the year ended 31 July 2021

Expert Group. A particular focus over the past year has been to work collaboratively with Jisc and the wider UK academic library community towards an agreed set of criteria by which to evaluate transformative big deals.

To ensure that its members were fully consulted around the ongoing Elsevier negotiations, RLUK held monthly town halls for members starting in May 2021. The town halls heard from external speakers with recent experience of negotiating with Elsevier and provided a safe space for members to discuss ongoing strategies and tactics.

Collaborative Collections and physical space

A number of RLUK initiatives have explored the implication of the Covid-19 pandemic on the redesign of physical library spaces and the creation of new hybrid spaces. These include a dedicated Digital Shift Forum session exploring the spatial implications of Covid-19 on library design (Hiral Patel, Lecturer and Architect, Cardiff University) and the dedicated surveys around the creation of Virtual Reading Rooms and Teaching Spaces.

Partner Relationships

RLUK and AHRC

RLUK has worked extensively with the Arts and Humanities Research Council (AHRC) on a number of initiatives. In January 2021, RLUK commissioned, in partnership with the AHRC, a joint scoping study to explore the role, and potential role, of academic and research libraries as partners in, and leaders of, academic and scholarly research. Following an open procurement process, EvidenceBase, a Library and Information research and consultancy unit within Library and Learning Resources at Birmingham City University (BCU), were appointed.

A major cross-sector survey informed the project, attracting over 300 responses from across the research library, archive, and academic communities, alongside research facilitators, funders, and university leaders. 72 qualitative interviews and six cross-sector focus groups were conducted in support of the project, and 10 national and international case studies produced and published.

The final report, *The role of academic and research libraries as active participants and leaders in the production of scholarly research*, was published in July 2021. It provided a detailed overview of the current role of academic and research libraries as partners and leaders of research, their potential to enhance these roles, and the barriers they might face in doing so. The report also outlined 10 headline findings and makes 13 far-reaching recommendations for libraries, members of the academic community, parent organisations, RLUK, and the AHRC.

This partnership with AHRC has progressed further with a joint Professional Practice Fellowship Scheme for academic and research libraries announced in June 2021, which will offer five fellowships 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.

ARL PD Bank

RLUK negotiated consortial access to the Association of Research Libraries' Position Description Bank (ARL PD Bank), a database of over 3,500 position records from research and academic libraries from across the United States and Canada.

The PD Bank is a collaborative resource between the Association of Research Libraries (ARL), Association of South-eastern Research Libraries (ASERL), and the Canadian Association Research Libraries (CARL). It is a major resource that enables us to better understand the work of libraries through the positions they create and to assess the ongoing and emerging recruitment trends across some of the world's largest and most significant research libraries.

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For the year ended 31 July 2021

A launch event to introduce the PD Bank to members was held in June 2021, and training sessions for members held shortly thereafter.

Council on Library and Information Resources

RLUK have developed a multifaceted relationship with CLIR over the course of 2020-2021. In addition to the creation of a joint transatlantic digital scholarship skills exchange programme between the DLF DDS and RLUK DSN, CLIR were also a supporter of the DCDC21 conference, for which they created a dedicated podcast to promote the conference and feature several of its speakers in June 2021. The podcast formed part of a CLIR's wider *Material Memory* series. CLIR also supported and distributed RLUK's survey around the development and delivery of Virtual Reading Rooms and Teaching Spaces.

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 cultural collections and their audiences, including the use and re-use of digital collections to facilitate scholarship, and the role of collections in engaging with minority groups and addressing current societal problems. Some of the graduating Fellows presented their work at DCDC21. The Call for Expressions of Interest (Eols) for the third round of the scheme was launched in February 2020. However, mindful of the challenges imposed by the Covid-19 crisis, the partners decided to defer the third round of the scheme for a year and, thus, the Call for Eols was re-issued in June 2021.

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

RLUK and Jisc

RLUK has continued to work closely with Jisc, being represented on the 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.

During the year RLUK hosted a session on Jisc's Learning and Teaching Reimagined project. The project looked to 'provide university leaders with inspiration on what the future might hold, guidance on how to get there and practical tools that you can use to develop your plans'. The session brought together a small group of RLUK members in a scenario planning activity looking at the mid-to-long-term future of technology enhanced learning in HE. The outputs from the session contributed to guidance and practical tools for university leadership as part of the Learning & Teaching Reimagined Initiative.

IARLA

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

IARLA colleagues met twice during the year: in September 2020 to discuss cOAlition S' future plans, their rights retention strategy, the Journal Checker Tool, and issues around diamond journals; and again in April 2021 to explore ongoing collaboration between members and reflect on the discussions heard

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at the IARLA long-table session held during the RLUK21 Conference, which explored on lasting legacies of the pandemic on the research library community.

In November 2020, the group hosted a webinar on findings from the REopening Archives, Libraries, and Museums (REALM) Project, a collaborative research project by REALM, OCL, the Institute of Museum and Library Services, and Battelle have been conducting research on how long the COVID-19 virus survives on materials that are prevalent in libraries, archives, and museums.

IARLA also hosted a webinar on the cOAlition S Rights Retention Strategy and its implementation on 4 November. The Rights Retention Strategy gives researchers the freedom to publish in their journal of choice, including subscription journals, whilst remaining fully compliant with Plan S. Authors only need to apply a Creative Commons Attribution licence (CC BY) to (at least) the Author Accepted Manuscripts (AAMs) of their submissions. The webinar featured talks by Johan Rooryck, Executive Director, cOAlition S, and Sally Rumsey, Jisc/cOAlition S OA Expert.

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 continued with its programme of regular meetings in response to the ongoing coronavirus crisis and met on the last day of September to explore the topic of 'Service Re-design: The Impact of Covid-19'. Network members were invited to share their ongoing experiences of reopening buildings and realigning library services in response to Covid-19 and the start of the academic term.

In December the group met to discuss the topic of wellbeing. In what was a highly interactive session, colleagues shared their own experiences of supporting their own and their colleagues' wellbeing. The ADN produced a padlet of resources and ideas relating to wellbeing – some formal, others describing techniques that members had found useful.

The session also saw the announcement of a small working group of ADN members who will lead the creation of the Digital workforce development strategy under RLUK's digital shift manifesto. Members of the working group are Owain Roberts (NLW), Fiona Courage (Sussex), Alastair Flett (Liverpool), Jennifer Loudon, Michelle Blake (York), and William Nixon (Glasgow). This is due for publication in November 2021.

The ADN held a joint meeting with members of the NDN on 29 March. Facilitated by Roger Fielding and including a case study from Simon Bains (Aberdeen), the session explored issues of remote leadership and the recent experiences of members of both networks.

Fiona Courage (Sussex) became co-convenor of the network, alongside William Nixon (Glasgow), in March 2021

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.

The CSN issued a content statement in August 2020 outlining the position of RLUK libraries as they navigate the issues raised by the pandemic. It listed a series of requirements around databases and

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journal subscriptions, e-books and e-textbooks, and access to resources that will need to be met to ensure libraries can continue to fulfil the information needs of researchers and students.

The CSN held a number of events during the year. In October 2020 they discussed e-textbooks and IEEE. In March 2021 the group reviewed the key areas of CSN activity and established the priorities for the upcoming year.

A series of meetings around metadata, were organised during April 2021, to aid members in responding to Jisc's consultation around metadata and, specifically, engagement with OCLC and BDS. The first meeting saw a general discussion around future directions for cataloguing and discovery and community needs from systems and vendors, and following this, two focused sessions with representatives from OCLC and DB were held to try to ascertain in detail the implications of the national offers that they are putting to the community.

Finally, in May the network looked to how it could support the new RLUK strategy and to determine priority areas of activity over the next year.

Following an online election in January 2021, Katherine Rose (Imperial) and Gavin Beattie (Kings College London) were elected as the new co-convenors of the CSN.

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.

Kirsty Lingstadt (Edinburgh) and Eleonora Gandolfi (Southampton) were elected as the new DSN Co-Convenors in January 2021.

Digital scholarship case studies were produced and published on the RLUK website. The case studies provide an overview of current work being undertaken across RLUK libraries in relation to the development of digital scholarship processes, services, and spaces. They highlight current best-practice, lessons learnt, and we hope will facilitate knowledge exchange between members.

Members of the DSN training and skills working group met in September 2020 to discuss the ongoing work of the group and the results of a "competency survey". The latter involved an analysis of over 40 job descriptions relating to digital scholarship collated by members of the DSN, the results of which were presented to members of the DSN at its meeting on the 21st.

The DSN met in September 2020 to hear presentations from Gustavo Candela, from the University of Alicante, who discussed the reuse of digital collections from GLAM institutions through Jupyter notebooks, and an introduction to the Readux 2 project by Allen Tullos, Jesse Karlsberg, and Joanna Mundy, of the Emory Centre for Digital Scholarship (ECDS). A presentation was given by Nora McGregor, Digital Curator at the British Library, regarding a funding application to the AHRC-NEH call for new directions in digital scholarship.

The meeting also included short updates from members of the DSN's working groups on their recent and forthcoming work. This included an overview of the results of a "competency survey" undertaken by members of the DSN training and skills working group, which involved the analysis of the core competencies of over 40 job descriptions relating to areas of digital scholarship.

In November 2020, the network discussed progress against the network's action plan, and hosted breakout meetings of the DSN's four working groups which explore technical, strategic and advocative, skills and training, and partnership and collaborative opportunities for collective action amongst RLUK members.

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Since November 2020, the DSN has developed a highly ambitious partnership with CLIR's Digital Library Federation, Data and Digital Scholarship working group. This has resulted in the holding of three joint meetings, the creation of a transatlantic digital scholarship skills directory, the publication of joint blogs, and a collaborative resource website. These activities have been led by a working group consisting of representatives of both networks including (for RLUK): Beth Clark, Eleonora Gandolfi, Matt Greenhall, Susan Halfpenny, Stephanie Jesper, and Kirsty Lingstadt.

The chairs of the DSN's four working groups met in May 2021 with the DSN co-convenors to discuss the ongoing work of the working groups and how they can continue to lead key strands of network activity. Highlighted activities included members of the training and skills working group contributing to the development of a transatlantic skills exchange with CLIR and the submission of a workshop to the DCDC conference by the partnership and collaboration working group.

New Directors' Network

The New Directors' Network was launched at the RLUK conference in March 2018 and reflected the volume of recent promotions and staff changes across the RLUK membership. The network is a peer support network for those colleagues who have recently been promoted to director positions or occupy these on a temporary basis. The Network has proved especially valuable as a peer-support group as Directors have considered the implications on libraries of the ongoing Covid-19 pandemic.

In March 2021 NDN held a session on developing strategy during uncertain times. Following a landscape overview from Sam Roseveare (formally of UUK), the Group worked through a range of scenarios for the next twenty years and reflected on what the effects will be on research libraries.

Special Collections Leadership Network

The Special Collections Leadership Network (SCLN) met in September 2020 to look backwards and forwards at leadership aspects of the response to Covid-19. Moving from reactive mode to longer-term planning the group discussed concerns about significant changes in reader profiles over the coming years, the variable levels of online discoverability of network members' collections and the challenges around supporting hybrid teams in the long-term. The group also shared emerging views on what the next 12 months might look like in their own institutions in terms of strategy, positioning, resources and value.

The SCLN met again in November 2020 to discuss the possibility of virtual reading rooms as a solution to the Covid-19 restrictions and other associated issues preventing use of physical reading rooms.

Daryl Green (University of Edinburgh) and Joanne Fitton (University of Leeds) were elected as co-convenors for the SCLN in March 2021. Following their election, they have led the revision of the network's remit and membership, broadening these to formally acknowledge the wider remit of many RLUK members for heritage collections. New terms of reference have been issued for the network which has been renamed the Special Collections and Heritage Network. The SCHN led a highly interactive and popular workshop at DCDC21 exploring the development and delivery of Virtual Reading Room services and supported RLUK's research in this area.

OAPP

Members of RLUK's Open Access Publishers Processes Group met with colleagues from the National Institute for Health Research (NIHR) in March to advise on the implementation of a proposed new OA policy from the NIHR. The OAPP was able to provide practical details of the types of policies that cause administrative burdens on institutions and areas where funders such as NIHR can reduce those burdens.

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

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DCDC21

The DCDC21 Conference was held virtually, over five days from 28 June to 2 July. The event was held on the Pheedloop platform, with additional networking and interactive sessions held on High Fidelity and Spatial Chat.

The conference theme explored how crisis can act as a catalyst for change within libraries, archives, museums, and cultural organisations; the impact that crisis can have on working practices, collections, and audience engagement, and how periods of turbulence can lead to new opportunities for research and collaboration.

There were four keynote sessions, with six keynote speakers: Melanie Keen, Director of Wellcome Collection; John Orna-Ornstein, Director of Culture and Engagement at the National Trust, Olivette Otele, Professor of the History of Slavery at Bristol University; Zak Mensah, Co-CEO of Birmingham Museums Trust, Lisa Conte, Head of Conservation at the The National September 11 Memorial & Museum; and Nicola Laurent, President of the Australian Society of Archivists.

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

The programme also included a special iteration of History Day, that was held over an afternoon on 29 June.

RLUK activities during the conference included a virtual Funders Marketplace with Arts Council England, AHRC and The National Archives. The SCHN hosted a session on virtual reading rooms with case studies from Glasgow, Manchester and a live demonstration from Bristol. Headlines from the Scoping Study report were announced and discussed in a special long table discussion that featured reflections from Christopher Smith, Executive Chair of AHRC, who also announced the creation of a £100k professional practice fellowship scheme, facilitated by RLUK, to support research.

RLUK Members' Meeting

RLUK held its annual 2020 members' meeting virtually on 5-6 November. The first session explored the role of the research library as lab and in enabling SHAPE subject research. The members' meeting opened with a presentation from Professor Christopher Smith (Executive Chair, AHRC) who offered a series of powerful and personal reflections on his experience of using research libraries across Europe and the role they have in enabling innovative, cross-disciplinary scholarship. Christopher's presentation was followed by those from Professor Julia Black (Strategic Director of Innovation, LSE) and Nicola Scally (Director of LSE library) who discussed the recently launched SHAPE initiative to raise the profile of, and advocate for, scholarly research belonging to the Social Sciences, Humanities, and Arts subjects and their impact upon wider society (People and the Economy). The first session concluded with a presentation from Dr James Baker (University of Sussex) who outlined the HiddenRef project, an initiative which seeks to highlight the role of non-ref-able contributions to research, including from GLAM institutions. Recordings of these papers are available within the RLUK website members' area [login required] and Christopher has published the text of his presentation on his blog.

The second day explored the changing role of the research library and the role of RLUK in enabling and supporting this through its forthcoming strategy. The day opened with a presentation from John MacColl (former Director of St Andrew's University library and former RLUK chair) who offered reflections on the changing role of the library witnessed over his career. This was followed by a series of discussions which took place through facilitated breakout groups regarding how the role and perception of the library has changed during the Covid-19 pandemic. The third and final session of the members' meeting included a series of interactive sessions through which the RLUK Board and Executive initiated conversations regarding the contents of RLUK's forthcoming strategy that will cover the period 2021-2024. Further updates will be given as the strategy is developed and there will be additional opportunities for member contributions.

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RLUK21 Conference

The RLUK21 Conference was held virtually on the Pheedloop platform from 17-19 March. The conference saw keynote presentations given by Masud Khokhar, Cerys Hearsey (Post*Shift), and MacKenzie Smith (UC Davis). Across the three days there were a number of panel, lightning talk, and workshop sessions held, including a workshop for the AHRC scoping study project, and an international long table discussion held with colleagues from IARLA on the long-term impacts of the pandemic on research libraries.

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.

RLUK published a comprehensive overview of its membership offer in March 2020 and this is available on the RLUK website.

Outreach

During the year, RLUK was a member of LIBER, and contributed £925 (2020: £2,220) in membership fees. These were given to aid the work of the organisation in an unrestricted capacity.

RLUK cancelled its membership of LIBER, effective from January 2021, as the majority of RLUK members are already LIBER members.

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 income for the financial year amounted to £150,405 (2020: £18,950 deficit). This was primarily due to the Covid pandemic restricting RLUK 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.

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 reserves policy was last revised on 23 February 2018, updating the policy devised in 2009 such 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

RLUK (Research Libraries UK)

Report of the Trustees

For the year ended 31 July 2021

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 held in general funds, at 31 July 2021 were £457,883 (2020: £371,399). RLUK's reserves have increased over this financial year due to the impact of the pandemic on RLUK activities and subsequent reduction in spending. Once we are able to return to business as usual we expect to return to be able to continue spending down our reserves in support of our strategic objectives.

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.

f. Future developments

RLUK intends to push ahead with its activities around the new strategy, which was published at the start of 2022.

RLUK (Research Libraries UK)

Report of the Trustees

For the year ended 31 July 2021

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 18 February 2022 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)

Opinion

We have audited the financial statements of RLUK (Research Libraries UK) (the 'charity') for the year ended 31 July 2021 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 2021 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)

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)

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)

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. 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: 21 February 2022

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 2021

	Note	Restricted £	Unrestricted £	2021 Total £	2020 Total £
Income from:					
Donations	3	-	347,208	347,208	347,208
Charitable activities	4	128,799	54,539	183,338	62,853
Investments		-	54	54	1,478
Total income		<u>128,799</u>	<u>401,801</u>	<u>530,600</u>	<u>411,539</u>
Expenditure on:					
Charitable activities		<u>88,970</u>	<u>291,225</u>	<u>380,195</u>	<u>430,489</u>
Total expenditure	5	<u>88,970</u>	<u>291,225</u>	<u>380,195</u>	<u>430,489</u>
Net income / (expenditure)		39,829	110,576	150,405	(18,950)
Transfers between funds		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net movement in funds	6	39,829	110,576	150,405	(18,950)
Reconciliation of funds:					
Total funds brought forward		<u>9,869</u>	<u>371,626</u>	<u>381,495</u>	<u>400,445</u>
Total funds carried forward		<u><u>49,698</u></u>	<u><u>482,202</u></u>	<u><u>531,900</u></u>	<u><u>381,495</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 14 to the accounts.

RLUK (Research Libraries UK)**Balance sheet****As at 31 July 2021**

	Note	£	2021 £	2020 £
Fixed assets				
Tangible assets	9		1,522	227
Current assets				
Debtors	10	50,450		40,184
Cash at bank and in hand		552,832		397,134
		603,282		437,318
Liabilities				
Creditors: amounts falling due within 1 year	11	(72,904)		(56,050)
Net current assets			530,378	381,268
Net assets	13		531,900	381,495
Funds	14			
Restricted funds			49,698	9,869
Unrestricted funds				
Designated funds			22,797	-
General funds			459,405	371,626
Total charity funds			531,900	381,495

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 18 February 2022 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 2021**

	2021	2020
	£	£
Cash used in operating activities:		
Net movement in funds	150,405	(18,950)
Adjustments for:		
Depreciation charges	307	351
Dividends, interest and rent from investments	(54)	(1,478)
Decrease / (increase) in debtors	(10,266)	28,449
Increase / (decrease) in creditors	16,854	(3,047)
Net cash provided by / (used in) operating activities	157,246	5,325
Cash flows from investing activities:		
Purchase of tangible fixed assets	(1,602)	-
Dividends, interest and rent from investments	54	1,478
Net cash provided by / (used in) in investing activities	(1,548)	1,478
Decrease in cash and cash equivalents in the year	155,698	6,803
Cash and cash equivalents at the beginning of the year	397,134	390,331
Cash and cash equivalents at the end of the year	552,832	397,134

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

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 and having regard to the impact of the ongoing Covid-19 pandemic on the charity. 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.

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.

Notes to the financial statements

For the year ended 31 July 2021

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) 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.

h) 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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i) 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.

j) 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.

k) 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.

l) 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.

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.

Notes to the financial statements

For the year ended 31 July 2021

1. Accounting policies (continued)

m) Accounting estimates and key judgements (continued)

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.

The key sources of estimation uncertainty that have a significant effect on the amounts recognised in the financial statements are depreciation (as described in note 1(h)).

2. Prior period comparatives: statement of financial activities

	Restricted £	Unrestricted £	2020 Total £
Income from:			
Donations	-	347,208	347,208
Charitable activities	-	62,853	62,853
Investments	-	1,478	1,478
Total income	-	411,539	411,539
Expenditure on:			
Charitable activities	2,532	427,957	430,489
Total expenditure	2,532	427,957	430,489
Net income / (expenditure)	(2,532)	(16,418)	(18,950)
Transfers between funds	-	-	-
Net movement in funds	<u>(2,532)</u>	<u>(16,418)</u>	<u>(18,950)</u>

3. Income from donations

	Restricted £	Unrestricted £	2021 Total £	2020 Total £
Subscriptions	-	347,208	347,208	347,208

All income from subscriptions in 2020 was unrestricted.

RLUK (Research Libraries UK)

Notes to the financial statements

For the year ended 31 July 2021

4. Income from charitable activities

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

Prior period comparative:

	Restricted £	Unrestricted £	2020 Total £
Member services	-	4,258	4,258
Conferences	-	58,595	58,595
Total income from charitable activities	-	62,853	62,853

5. Total expenditure

	Raising funds £	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 7)	-	192,209	59,073	251,282
Strategic development costs	-	73,944	-	73,944
Sub-total	-	286,936	93,259	380,195
Allocation of support and governance costs	-	93,259	(93,259)	-
Total expenditure	-	380,195	-	380,195

Total governance costs were £5,050 (2020: £6,339).

RLUK (Research Libraries UK)

Notes to the financial statements

For the year ended 31 July 2021

5. Total expenditure (continued)

Prior period comparative:

	Raising funds £	Charitable activities £	Support and governance £	2020 Total £
Audit and accountancy	-	-	19,900	19,900
Conference costs	-	72,225	-	72,225
Member network costs	-	17,265	-	17,265
Office costs	-	-	18,371	18,371
Outreach/subscriptions	-	2,459	-	2,459
Professional fees	-	-	626	626
Staff costs (note 7)	-	212,445	64,115	276,560
Strategic development costs	-	11,700	-	11,700
Travel and subsistence	-	8,947	697	9,644
Trustee reimbursement	-	-	1,739	1,739
Sub-total	-	325,041	105,448	430,489
Allocation of support and governance costs	-	105,448	(105,448)	-
Total expenditure	-	430,489	-	430,489

RLUK (Research Libraries UK)

Notes to the financial statements

For the year ended 31 July 2021

6. Net movement in funds

This is stated after charging:

	2021 £	2020 £
Depreciation	307	351
Trustees' remuneration	Nil	Nil
Trustees' reimbursed expenses	Nil	1,739
Auditors' remuneration:		
▪ Statutory audit (excluding VAT)	<u>5,050</u>	<u>4,800</u>

No trustees (2020: 7) were reimbursed during the year (2020: £1,739) for accommodation and travel in relation to their duties as trustees.

7. 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:

	2021 £	2020 £
Staff costs recharged from University of London	<u>251,282</u>	<u>276,560</u>

The average staff head count was 4 (2020: 4).

8. 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 2021

9. Tangible fixed assets

	Equipment and furniture £
Cost	
At 1 August 2020	7,987
Additions in year	<u>1,602</u>
At 31 July 2021	<u>9,589</u>
Depreciation	
At 1 August 2020	7,760
Charge for the year	<u>307</u>
At 31 July 2021	<u>8,067</u>
Net book value At 31 July 2021	<u><u>1,522</u></u>
At 31 July 2020	<u><u>227</u></u>

10. Debtors

	2021 £	2020 £
Trade debtors	25,486	15,541
Prepayments and accrued income	6,456	7,923
VAT	<u>18,508</u>	<u>16,720</u>
	<u><u>50,450</u></u>	<u><u>40,184</u></u>

11. Creditors : amounts due within 1 year

	2021 £	2020 £
Trade creditors	33,580	27,328
Accruals	6,129	12,171
Deferred income (see note 12)	31,600	9,384
Other creditors	<u>1,595</u>	<u>7,167</u>
	<u><u>72,904</u></u>	<u><u>56,050</u></u>

RLUK (Research Libraries UK)

Notes to the financial statements

For the year ended 31 July 2021

12. Deferred income

	2021 £	2020 £
At 1 August 2020	9,384	17,986
Deferred during the year	31,600	9,384
Released during the year	<u>(9,384)</u>	<u>(17,986)</u>
At 31 July 2021	<u><u>31,600</u></u>	<u><u>9,384</u></u>

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

13. Analysis of net assets between funds

	Restricted funds £	Designated funds £	General funds £	Total funds £
Tangible fixed assets	-	-	1,522	1,522
Current assets	49,698	22,797	530,787	603,282
Creditors due within one year	<u>-</u>	<u>-</u>	<u>(72,904)</u>	<u>(72,904)</u>
Net assets at 31 July 2021	<u><u>49,698</u></u>	<u><u>22,797</u></u>	<u><u>459,405</u></u>	<u><u>531,900</u></u>
Prior period comparative	Restricted funds £	Designated funds £	General funds £	Total funds £
Tangible fixed assets	-	-	227	227
Current assets	9,869	-	427,449	437,318
Creditors due within one year	<u>-</u>	<u>-</u>	<u>(56,050)</u>	<u>(56,050)</u>
Net assets at 31 July 2020	<u><u>9,869</u></u>	<u><u>-</u></u>	<u><u>371,626</u></u>	<u><u>381,495</u></u>

RLUK (Research Libraries UK)

Notes to the financial statements

For the year ended 31 July 2021

14. Movements in funds

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

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, including the annual DCDC Conference.

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

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.

Purposes of designated funds

DCDC conference

Funds ringfenced from the DCDC conference to be applied to future conferences.

RLUK (Research Libraries UK)

Notes to the financial statements

For the year ended 31 July 2021

14. Movements in funds (continued)

Prior period comparative	At 1 August 2019 £	Income £	Expenditure £	Transfers between funds £	At 31 July 2020 £
Restricted funds					
Fellowships	7,901	-	(2,532)	-	5,369
National Archives	<u>4,500</u>	<u>-</u>	<u>-</u>	<u>-</u>	4,500
Total restricted funds	<u>12,401</u>	<u>-</u>	<u>(2,532)</u>	<u>-</u>	9,869
Unrestricted funds					
General funds	<u>388,044</u>	<u>411,539</u>	<u>(427,957)</u>	<u>-</u>	371,626
Total unrestricted funds	<u>388,044</u>	<u>411,539</u>	<u>(427,957)</u>	<u>-</u>	371,626
Total funds	<u><u>400,445</u></u>	<u><u>411,539</u></u>	<u><u>(430,489)</u></u>	<u><u>-</u></u>	<u><u>381,495</u></u>

15. 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.