LIBRARY AND RESEARCH SERVICES FOR PARLIAMENTS SECTION
ANNUAL REPORT
2016-2017

Introduction

Professional Units must prepare an Annual Report each year. It has been agreed by the Governing Board that this can cover the period September 2016 – August 2016 to correspond to the terms of the Standing Committee. The purpose is to inform the Professional Committee, the Section's Standing Committee, members of the Section and the profession around the world about achievements over the year. The Annual Report refers to the activities identified in the Unit's Action Plan and reports on the progress of these activities, the activities that have been completed and their impact.

The Annual Reports of all IFLA Sections provide important input to the fulfilment of IFLA's Professional Programme, Strategic Plan and Key Initiatives, and also contribute to IFLA's Annual Report.

The Officers of the Section should return this form to the Division Chair and Professional Support Officer no later than 31 October 2017.

A summary should be provided to the membership of the Professional Unit.

Further guidance on Annual Reports can be found in the Officers corner: http://www.ifla.org/officers-corner/annual-reports

Report on progress and activities

Objectives *Identified in the Unit's Action Plan*	Project or activity *Identified in the Unit's Action Plan*	Progress *Please give brief details, including status (not started, in progress, near completion, completed)*	Risks *Please identify any problems or concerns (e.g. missed deadlines, lack of resource) and how you would propose to address them*
1. Capacity building for parliamentary libraries and research services	**1.1** Capacity building workshop in Warsaw, August 2017	The Capacity Building Workshop was held 14-15 August in Warsaw. Nineteen staff from developing parliaments participated, 9 were sponsored by two partnering organizations, the Inter-Parliamentary Union and the Westminster Foundation for Democracy.	
	1.2 IFLAPARL satellite meeting in Warsaw	The two and a half days 2017 satellite meeting/pre-conference, hosted by the Parliament of Poland was well attended.	
	1.3 Organize 2017 WLIC sessions	The Section organized a session at the WLIC, following the more interactive format that was established in 2016. The Section also had 3 joint sessions with 3 other sections.	

2. Facilitate knowledge sharing and communication within the Section and in regional networks	2.1 Increase communication to members	Two issues of the Section's newsletter were published; there was an increased number of contributions of news from the general membership, resulting in positive comments from readers.
	2.2 Collect and document best practices on one topic of interest to members, e.g. ethics in parliamentary research	This activity was one informally via discussions at the 2016 WLIC, the result was a presentation as well as an in-depth workshop during the 2017 satellite meeting/pre-conference.
	2.3 Complete brochure for promotion of Section at regional meetings	The brochure was completed and posted on the Section's website.
	2.4 Develop a new and improved version of the World Directory of Library and Research Services for Parliaments (WDLRSP).	The new directory was designed by the National Library of Congress, Chile, and tested by the Standing Committee in May. The new WDLRSP was demonstrated at the pre-conference with further testing in August/September 2017. An invitation to members to create their own institutional record in the Directory will go out in November 2017.

Results

Please provide further information about the activities that were completed during the year. Ensure that details or a full report can be found online, the main outcomes have been shared with a wider audience and the impact of the work can be demonstrated.

Completed project or activity *Please list those projects/activities identified as completed in the table above*	Output *Please state what the output of the project/activity was (e.g. Report, Standard, Workshop etc) and provide a URL to it*	Communications *Please state how the output and outcomes of the project/activity have been communicated to the Unit, IFLA members and the wider profession*	Impact of the completed project or activity *Through the Measures of Success identified in your Action Plan, describe what difference the project or activity has made to the Unit, IFLA members, the wider profession or society at large*
1. Capacity building workshop, 14-15 August 2017	2-day workshop for staff from developing parliaments, led by experienced and expert members of the Section.	Report via the Section's newsletter, assessment by participants on the value of the workshop	Improved the skills of participants, provided them with the confidence to handle current challenges in their libraries/research services and to improve services to parliamentarians. Also provided them opportunities to network with others in similar situations.
2. Satellite meeting/pre-conference, 16-18 August 2017	2½-day conference for members of the Section, by the Sejm Library and the Senate Analyses, Documentation and Correspondence Office, Parliament of the Republic of Poland. The theme was 'Information as the foundation for social solidarity: the role of parliamentary libraries and research services', and the conference was attended by 130 delegates from all over the world. http://www.2017-iflaparl.sejm.pl/	Report and links to presentations – initially through the pre-conference website provided by the host legislature and subsequently through the Section's page on the IFLA website	Participants learned of developments and practice in other legislatures on subjects suggested by members at last year's conference. They also had the opportunity to share their experience at a series or interactive workshops. One of these topics, *Research Ethics*, produced a very active

	https://www.ifla.org/node/11217		discussion and it was agreed that this was an important area that required further work with a view to developing and sharing guidance across Research Services. A project has been set up to take this work forward and its findings will be discussed at the 2018 conference.
3. Sessions at WLIC 2017	The IFLAPARL Section convened an open session entitled "Parliament and the People: Transparency, Openness, Engagement" - an interactive session on how parliamentary libraries and research services facilitate open and transparent communication between legislators, parliaments and the public - with five short presentations followed by group discussions. The Section cooperated with other IFLA sections to arrange a popular knowledge café on the changing role and development of information professionals, and a session with the Government Libraries Section on supporting UN sustainable development goals. https://www.ifla.org/node/12675?og=44	Report on the Section's web pages and links to presentations through the Section's pages on the IFLA website	Participants learned of new developments, networks and technological tools in other legislatures on the themes of transparency and citizen engagement, as well as initiatives related to the UN SDGs. The Knowledge Café provided an opportunity to share experiences and ideas on continuous learning, what skills will be required in the future and how the profession, and we as professionals, should adapt to meet the changing needs of society.
4. Two newsletters published	Two newsletters were published on the section's website (February and July 2017): an increased number of members submitted news and articles, the 2nd issue of 2017 was 10 pages long and contained substantive content.	Email sent out on the IFLAPARL listserv to inform members when the newsletter was published.	This year saw the most contributions from members, the result was an increase in information sharing, members were more aware of activities in other libraries, and in the regional networks. IFLA President Donna Scheeder commented upon

			reading the July 2017 newsletter that the "list of accomplishments and plans listed in the newsletter is very impressive" and from IFLA Governing Board member Christine Wellems " I think this is one of the most interesting newsletters I have ever seen for the section. And the range of activities which are described is overwhelming".
5. New World Directory of Library and Research Services for Parliaments (WDLRSP) launched	The National Library of Congress Chile worked with the Standing Committee to design and test the new self-service WDLRSP. A workflow was also developed to enable each participating library/research service to create and update their own institutional record in the WDLRSP, https://www.bcn.cl/wdlrsp/home.	Emails and Basecamp were used for communication among SC members. A demo was presented at the Section's satellite meeting in Warsaw, followed by further testing. An email will be sent to the general membership in November. Survey Monkey is used to gather data to enable the creation of accounts for content administrators.	The old database could no longer be maintained by the German Parliamentary Library. The new system will allowed self-maintenance by participating libraries, included new metadata for research services, and uses new technologies including the ability to upload images, view the institutions on a map and to contact members in the database. This product will foster collaboration and networking among the community.
6. Updated brochure of the Section	Brochure, https://www.ifla.org/files/assets/services-for-parliaments/publications/brochure2017.pdf	Communicated via newsletter and the discussion list	Provided IFLA members and the larger community updated information about the Section.

Standing Committee membership

Please provide further information about members of the Standing Committee and their contribution to the work of the Professional Unit.

Standing Committee Members	Role on the Standing Committee *For example, Chair, Information Coordinator, Project Leader*
1. Lilian Gassie, USA	Chair Planned satellite meeting and capacity building workshop.
2. Karin Finer, European Parliament	Secretary Planned section WLIC sessions and published newsletter.
3. Adama Kone, Cote D'ivoire	Information Coordinator Managed the listserv and updated the Section website
4. Sonia L'Heureux, Canada	Standing Committee Member Co-chair of the 2017 IFLAPARL SC officers' election.
5. Ellie Valentine, USA	Standing Committee Member Co-chair of the 2017 IFLAPARL SC officers' election.
6. Innocent Rugambwa, Uganda	Standing Committee Member
7. Haiyan Lu, China	Standing Committee Member
8. Dianne Heriot, Australia	Standing Committee Member
9. Alfonso Perez, Chile	Standing Committee Member
10. Gert-Jan Lodder, Netherlands	Standing Committee Member
11. Agata Karwowska-Sokolowska, Poland	Standing Committee Member Lead organizer for the 2017 satellite meeting hosted by her Parliament.
12. Chama Mpundy Mfula, Zambia	Standing Committee Member
13. Eduardo Goldstein, Chile	Standing Committee Member
14. Hiroyuki Okuyama, Japan	Standing Committee Member
15. Paola Mandillo, Italy	Standing Committee Member
16. Cecilia Izquierdo, Argentina	Standing Committee Member
17. Adolfo Furtado, Brazil	Standing Committee Member
18. Steve Wise, United Kingdom	Standing Committee Member
19. Ida Kelemen, Hungary	Standing Committee Member
20. Iain Watt, European Parliament	Standing Committee Member

Names of any other reporting persons	Role *For example, Corresponding Members*	Comments on position *For example, resigned, co-opted to fill a casual vacancy, etc.*
1. **Hannah Fischer, USA**	Corresponding Member	Term ended in 2017
2. **Julie Anderson, Canada (Ontario)**	Corresponding Member	
3.		
4.		

Professional Unit meetings or conference calls

Please show how the Standing Committee has conducted its business over the year.

Date *When the meeting was held*	Location or type of meeting *Physical or virtual meeting (telephone, skype etc)*	Main outcomes *Briefly summarise the main outcomes of the meeting and how these were communicated to the membership of the Professional Unit*
1. **WLIC 2016 (SC 1 and II), August 2016**	Physical meetings	Decide on activities for the year, action plan posted on Section's website, and via newsletter
2. **Emails/Basecamp conversations throughout the year**	Virtual, active participation from most of the members who provided input on topics for capacity building, planning for the WDPL, the problem solving related to the satellite meeting in Kuala Lumpur, and the IFLA Global Vision	Obtained input and ideas from the SC members, feedback on the design of the WDPL, and planning for the 2017 and 2018 satellite meetings
3. **Multiple Skype meetings**	Skype, between Secretary and Chair	To coordinate tasks and activities, especially with the satellite meeting, newsletters and capacity building workshop.

Please retun this form to the Division Chair and Professional Support Officer (joanne.yeomans@ifla.org) no later than 31 October 2017.

Please also make a summary of this form available to the IFLA Members registered with the Professional Unit, removing any sensitive information such as risks, individuals' contributions, etc.
(Officers can obtain a list of their IFLA Members from membership@ifla.org).
When making the Annual Report public, please remove any information you think should not be shared. A web page templete has been shared with Information Coordinators which you might use for this purpose: https://codex.ifla.org/node/12489 [access with Codex log-in].