1. Introduction

In 2014 following the Hargreaves Review of Intellectual Property, the Copyright, Designs and Patents Act was amended to include a number of new exceptions that gave libraries greater freedom to copy works for non-commercial research and private study.

SCONUL, the professional association for academic and research libraries (www.sconul.ac.uk), is seeking to commission a briefing for senior library staff on how higher education libraries can utilise the Hargreaves exceptions to support students and staff at their institutions. We are keen to ensure that member libraries are aware of and using the exceptions appropriately. The guidance will clearly highlight how the exemptions are already being used by libraries to support research and learning.

2. The briefing

The briefing paper for SCONUL members will highlight how the Hargreaves exceptions enable the supply of digital library content and will include at least three case studies from Higher Education (HE) libraries that are already utilising the exceptions. Please note SCONUL can provide three case studies.

The paper should:

a) succinctly highlight copyright legislation, especially the exceptions to place the case studies into context

b) provide practical examples of how the exceptions are being used by HE libraries to support the research and teaching of institutions

c) illustrate how libraries can utilise the exceptions to support students and staff at their institutions

d) provide links to further resources.

The paper should be brief, factual and to the point. Any references used in the briefing should be in the Harvard referencing style.

SCONUL will hold the copyright of the briefing and it will be made available to members under a creative commons licence.

3. Project timescales

The deadline for completion of the project is Friday 1 March February 2019. The proposed timeline for the project is as follows:

Project brief advertised	w/c 21 Jan 2019
Deadline for receipt of completed submissions	Tues 26 February 2019
Shortlisting and award of work	Fri 1 March 2019
Work to commence	w/c 4 March 2019
Project deliverables fully completed	Friday 5 April 2019
Publication of Briefing	w/c 6 May 2019

4. Project costs

Consultants are asked to provide a fixed price cost for writing the brief. Please provide details of any expenses you expect to incur during the course of the project and specify whether the figures includes VAT.

5. How to respond to this brief

Consultants are expected to provide a proposal for the completion of the briefing within the defined timescales noted above, including a fully costed project plan. As part of your responses, please:

- address the proposed content and approach, including any intention to depart from the outline set out above
- provide evidence of knowledge of copyright and higher education
- provide the CVs of all those who will be working on the project along with a statement of the role they would fulfil
- provide confirmation of your ability to complete the work to the proposed timescale
- provide a breakdown of costs.

Selection will be based on an evaluation against the criteria above and the response to the brief, taking account of the cost effectiveness of the proposed approach.

Please send responses to Ruth Stubbings at ruth.stubbings@sconul.ac.uk by Friday 1 March 2019.

6. About SCONUL

SCONUL represents all university libraries in the UK and Ireland, irrespective of mission group, as well as national libraries and many of the UK's colleges of higher education.

SCONUL promotes awareness of the role of academic libraries in supporting research excellence and student achievement and employability, and represents their views and interests to government, regulators and other stakeholders. It helps academic libraries collaborate to deliver services efficiently, including through shared services, and to share knowledge and best practice. If you would like to know more about our programmes, and how we work, you can read our welcome document here.

SCONUL members are the academic libraries themselves, with the heads of library service making up the Executive Board which is responsible for governance and for setting the strategy for the organisation. SCONUL also has a number of groups supporting the strategy and ensuring that the academic library community is informed about, and engaged with, the major issues and challenges facing the library sector.