

Real Estate & Planning

Collecting policy

User profile

This collection statement covers provision for the School of Real Estate & Planning in the Henley Business School. The collections serve all staff and students in the School, including part-time students following the flexible master programmes. Interdisciplinary areas include rural and urban studies, housing, property and land law, development economics, sustainable development and agricultural economics.

Research

The major focus of research is the interdisciplinary Centre for Real Estate & Planning Research. The four research themes within the School are:

- Environment, sustainability and participation
- Housing economics
- Real estate investment and finance
- Valuation, leasing and market practice

Other current research in the School includes:

- International and comparative planning and development
- Governance and regulation
- Sustainability and environmental issues
- Commercial property investment and real estate markets
- Property portfolios
- Forecasting and risk models for investment
- Urban regeneration
- House purchases
- Public involvement in the planning system
- Valuation methodology
- Landlord and tenant relationships
- Countryside policy

Dimensions of teaching and learning

Real Estate & Planning can be studied at undergraduate and postgraduate level, with flexible courses available for taught postgraduate students. A full list of the programmes available is available on the school's website:

www.henley.ac.uk/school/real-estate-and-planning

Current holdings

Most materials fall into the 330–339 (economics and finance) and 711–719 (planning) sections of the classification. Other relevant sections are 347.2 (law of real property), 631 (farming) and 634.9 (forestry), 301.3 (human ecology), and 658.404 (project management). For more detail see the Real Estate & Planning *Finding Your Way* guide.

Books, ebooks and government documents

Printed monographs required for teaching and current research projects are held on open access. A number of lesser-used, research-level items which relate to Real Estate & Planning are housed in closed access or in our off-site store.

In addition to printed monographs, a large number of e-books are available via the Library's catalogue and electronic databases. Access is provided to Oxford Handbooks Online, and Taylor and Francis E-books. Individual e-book versions of in-demand titles, especially relevant to teaching, are made available via aggregators such as MyiLibrary and EBL.

Discussion papers and working paper series are also available online.

The Parliamentary Papers collection in the Library's Off-site store, includes material of interest to the School e.g. reports from Communities and Local Government, DEFRA, Department for Business, Innovation & Skills, Department for Transport and HM Treasury. Most of these papers are now available online, thus reducing the need for access to paper copies.

Periodicals

Real Estate & Planning maintain several current periodical subscriptions in print and online. Some of these titles are jointly funded by other units, including Agriculture, Policy and Development and Economics. These journal collections are boosted by subscriptions to online full text resources, primarily Business Source Complete and Emerald, but also JSTOR, Sage, ScienceDirect and Taylor & Francis.

Reference/bibliographic

The main printed reference materials relevant to economics are in the 3rd and 4th Floor Reference sections of the Library, including the RICS appraisal and valuation manual (the Red Book). There are specialist encyclopedias, dictionaries, research handbooks and company directories. There are also electronic reference resources, especially *Oxford Reference Online* and *Credo Reference*.

As well as the full text databases there are bibliographic databases such as Planex, Urbadoc, Avery Index and the Social Science Citation Index.

Company information is covered by FAME, Amadeus, Osiris, OneSource Global Business Browser and Morningstar Company Intelligence. Market information reports are available via Passport and Business Source Complete

Indexes to government publications and indexes to official statistics are also available in the reference section on the 4th floor. British government publications are indexed online on the government websites and via UKOP (United Kingdom Official Publications).

Related special collections

The Overstone Library comprises nearly 8,000 printed volumes broadly humanities and social sciences in scope. It was collected by John Ramsey McCulloch (1789-1864), the political economist, and Samuel Jones Loyd, Baron Overstone (1796-1883), the banker.

Strengths and exclusions

The collections are strong in land economics; city and regional planning; planning and the environment; and urban design. Research students and staff are likely to use other libraries.

Property trade magazines, property reports and data are not kept by the Library; these are available in the Academic Resource Centre (ARC), based in the Henley Business School Building.

Collecting level

Support for undergraduate and postgraduate taught courses is a priority. Undergraduates find most of the material they need for their dissertations in the Library and we also aim to hold at least one copy of all items on undergraduate / taught postgraduate reading lists.

Reference materials are purchased as funds permit.

Material at research level is acquired selectively and only purchased as funds allow, upon the specific request of academic staff members. Researchers / academic staff are able to use Inter-library library loans to access research level material not sufficiently catered for by the Library.

Alternative access

Inter-library loans

Inter-Library loans for undergraduates (where necessary), postgraduates and staff are funded by the Department. Staff and Research postgraduates in the Department order Inter-library loans online via the Library catalogue. Undergraduates and taught postgraduates continue to use a printed form which can be counter-signed by a tutor or supervisor.

Other information sources in the University

The Academic Resource Centre collects specialist journals, planning archives, property reports, basic textbooks and articles on reading lists, as well as providing access to other specialist databases. The ARC has a dedicated terminal for Datastream.

The Museum of English Rural Life Library has a wide collection of material relating to economics; it is particularly strong in land economics and estate management. As well as its online catalogue, the Museum Library also produces a web-based Bibliography of Rural History.

Use of other libraries

The London Business School Library can be a useful resource, although much of its collection is available electronically with access only to members.

The library at the Royal Institute for Chartered Surveyors is useful for researchers.

Selection, acquisition and stock editing

See the General Collection Development Statement for general principles.

Any books which appear on a reading list are normally bought for the Library unless prohibitively expensive. They will normally be ordered by the Library Representative but can be ordered by the Liaison Librarian. The Liaison Librarian makes suggestions for other books, but the decision rests with the Library Representative.

The Liaison Librarian selects material to be considered for withdrawal or relegation. Where a book exists in multiple editions the current and immediately preceding editions are kept with older editions automatically withdrawn, unless a new edition does not include a chapter which was considered important; if a member of academic staff identifies this, the older edition is kept.

For duplicates, if usage does not justify keeping more than one copy (fewer than five loans per year) they are withdrawn.

Other books which have not been loaned in the past 10 years are considered for removal to the off-site store or withdrawal.

One copy of a book by a University author is kept in Reading University Reserve (a closed access collection, which acts as an archive). Currently printed versions of School working papers and discussion papers are also kept.

Policy written by Gordon Connell, Real Estate Liaison Librarian, July 2015.