

BIC PRICE & AVAILABILITY TASK & FINISH WORKING GROUP MEETING – Minutes (Draft)**Location:** CILIP Building, 7 Ridgmount Street, London WC1E 7AE**Date and time:** Thursday 30th November 2017, 2pm**Minutes taken by:** Sophia Sophocleous**Present**

John Garrould, Bertrams
Matt Griffin, Hachette
Matthew Hogg, Macmillan
Lada Kriz, Penguin Random House
Karina Luke, BIC
John Moffatt, Nielsen
Sophia Sophocleous, BIC
Jack Tipping, Bowker
Gabrielle Wallington, Waterstones (Chair)

Apologies

Alaina-Marie Bassett, BIC
George Bogdanovic, Bertrams
James Bensburg, Egmont
Vickie Clegg, Penguin Random House
Liam Diggins, Ingram Content Group
Katarina Isufati, Pro Quest
John Leith, HarperCollins
Jim Neilson, HarperCollins Publishers
Karen Osterley, Pearson
Stephen Sharrock, Simon & Schuster
Simon Skinner, BDS
Peter Skone, Penguin Random House
Andy Williams, Thames & Hudson

1. Welcome and Apologies

The Group was welcomed to the meeting by GW and the apologies were delivered.

2. Competition Law

The Group were reminded about BIC's Competition Law Policy – for further information regarding this policy, click here: <http://www.bic.org.uk/149/BIC-Competition-Law-Policy/>

3. Review of minutes and follow-up on actions from the last meeting

The minutes from the last meeting of this Group were approved without corrections. The following actions were discussed:

- **BIC Discount Group Codes**

GW noted that she has now provided KL with a list of organisations that send matrices and those that do not use Discount Group Codes.

4. Update on the draft Best Practice Guidelines for TRADACOMS

GW informed the Group that the feedback on the Guidelines she has received has been complex and conflicting, particularly the feedback received from the BIC Technical Implementation Clinic (TIC). Although the code EX had been agreed by this T&FWG, subsequent feedback from the TIC suggested that the code is unnecessary. GW stated that she has made some minor changes to the Guidelines, including a rewording of the notes for EX and will circulate the documentation to the Group one final time for review. JG noted that the

point made regarding code EX by the TIC was that EX could be treated as MD is (Manufacture on Demand) and used alongside an order acknowledgment code to state its availability.

- **ACTION:** GW to amend the application notes for EX to advise 'use OA codes to specify further information (on availability and delivery)'.

GW noted that feedback from the TIC also requested new codes, although this T&FWG had previously agreed that no new codes will be added. GW noted that one suggestion had been for a code for a product about to be reprinted (code RP). GW speculated whether this would be best discussed by the BIC Industry Returns Initiative (IRI) Review T&FWG.

GW added that she has reversed the deprecation of 'remaindered' (code RM).

- **ACTION:** GW to make amends to the Best Practice Guidelines for TRADACOMS by Friday 1st December 2017. *Post meeting update: this has now been done.*
- **ACTION:** AMB to circulate the Guidelines to the Group once received from GW, ASAP. *Post meeting update: this has now been done.*
- **ACTION:** ALL to give final feedback on or before 8th December 2017 prior to the document being published on the BIC website.

5. Review and update EDIFACT codes

GW informed the Group that she has compared EDIFACT codes with TRADACOMS and noted that EDIFACT Best Practice Guidelines are available on the EDItEUR website. These can be viewed on the following link: <http://www.editeur.org/87/EDIFACT-Overview/> MH noted that Macmillan does not use EDIFACT codes. JG noted that Bertrams accepts EDIFACT from European suppliers. GW suggested leaving work on EDIFACT to one side at the moment as it does not fall under the remit of this T&FWG. The Group agreed.

6. Review of Project Deliverables

KL read out Project Deliverables of this T&FWG, one of which is 'Reviewed and updated (if required) EDIFACT codes.' The Group agreed that EDIFACT codes fall under the remit of EDItEUR and are therefore out of scope for this T&FWG.

KL noted that the Project is not yet at a stage for inclusion in the Supply Chain Excellence Award (SCEA) Accreditation Scheme.

7. Feedback from the Communicating Price Details in ONIX workshop, 23 November 2017

GW noted that another BIC Workshop on Communicating Price Details in ONIX had taken place on 23rd November 2017.

8. Next steps on best practice for communicating price information

GW noted that the prevailing thought was not to create new standard for communicating price information as there are already existing standards which are able to deal with issues. The Group agreed that required information includes price, territory information, RRP and ISBNs. JG noted that requirements can vary depending on the organisation. KL noted that Graham Bell (GB) of EDItEUR had stated that personalised EDI messages can also be used for

this purpose. GW agreed that there are already 4 existing options in which to communicate price information and suggested that the only thing that is potentially missing from these options is simplicity and accessibility. KL noted that the Group will need to establish whether that is an accurate perception.

JG noted that he was not sure of the quality of feedback from the BIC Discount Group Code (DGC) Survey and that the right audience may not have been targeted. KL and GW agreed that DGCs do not suit every individual and that there was a mixed response to the survey. GW suggested a T&FWG to work on this. KL noted that a specification is necessary first, in order to gauge what organisations want and whether these requirements can be adapted into existing standards. GW stated that if every organisation is having issues with all 4 existing options, then action should be taken, which could take the form of refreshing an existing standard. KL noted that even if different organisations have differing requirements a common, overriding issue such as time sensitivity or speed may be identified (which none of the 4 options achieve). GW agreed that this may result in Best Practice Guidelines being created, rather than a new standard.

The Group agreed that another workshop should take place, exploring the perceived gap between what existing standards are capable of versus industry requirements. KL noted that delegates from organisations with detailed and practical knowledge of these issues should be invited to take part, including Blackwell's, BDS along with publishers and libraries that took part in the DGC Survey.

- **ACTION:** KL to contact Blackwell's and BDS along with publishers and libraries that took part in the Discount Group Code Survey regarding a workshop to explore the perceived gap between what existing standards are capable of versus industry requirements. This to be held at the beginning of January / end of February 2018, depending on availability of EDiEUR.

Post meeting update: The BIC Industry Requirements for Pricing Workshop has now been scheduled and will take place on Wednesday 14th February 2018.

9. Update on the work of the Print on Demand (POD) T&FWG regarding the use of P&A availability codes for POD / ASR purposes

KL and GW agreed that feedback received from the Book Industry Study Group (BISG) must be assimilated. GW noted that the POD T&FWG is in abeyance at the moment.

10. Update on the Industry Returns Initiative (IRI) Review T&FWG

KL informed the Group that the next meeting of the BIC IRI Review T&FWG will take place on Thursday 22nd February 2018. She noted that the T&FWG had reviewed and refreshed the IRI rule book, making any ambiguous wording clearer. KL stated that she is pleased with the progress the group has made. She noted that she would like to clear up misunderstandings by using examples of possible scenarios within the document. She added that the rule book will be shared with this T&FWG once the review has been completed.

11. Expressing more than 1 relationship in P&A feeds using the <RelatedProduct> composite in ONIX

GW noted that she is unsure what this item is related to, but that it should be revisited at the next meeting of the Group.

➤ **ACTION:** AMB to keep this on the agenda for the next meeting of the Group.

12. A.O.B.

There was no other business to discuss.

13. Date of next meeting

Wednesday 14th February 2018 (BIC Industry Requirements for Pricing Workshop).