

BIC REALTIME TASK & FINISH WORKING GROUP BREAKOUT SESSION MEETING – Minutes

Location: GoToMeeting / Conference call

Date and time: Wednesday 8th March 2017, 10am

Minutes taken by: Alaina-Marie Bassett

Present

Alaina-Marie Bassett, BIC
 Francis Cave, Consultant
 Simon Edwards, Consultant (Deputy)
 Richard Elsley, Booksolve
 John Garrould, Bertram's (Chair) (JG)
 Richard Hurrell, Bertram's
 Peter Morley, Ingenta
 Simon Parker, Batch

Matthew Dovey, Ceridwen
 Jon Green, Bertram's (JGR)
 Matthew Hogg, Macmillan
 Sam Langdon, Hachette
 Karina Luke, BIC
 Ian Manson, Infor
 Barry Richardson, Nielsen
 William Scott, Bertram's
 Terry Willan, Capita
 Tim Wilson, Hachette
 Jon Windus, Nielsen
 Chris Wood, HarperCollins
 Jonathan Wraight, Hachette

Apologies

Graham Bell, EDITEUR
 George Bogdanovic, Bertram's
 Gareth Bradley, Hachette

1. Welcome and apologies

JG welcomed the Group to the call and the apologies were delivered.

2. Competition Law – conduct reminder

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

3. Systems / functionality currently in use within the book industry supply chain

JG noted that the purpose of this breakout session is to try and identify the systems currently in use within the book industry by major distributors, wholesalers and retailers. He commented that, once the systems have been identified, this Group will engage directly with system providers to drive and encourage the adoption of *BIC Realtime* and bring *BIC Realtime* functionality to market / ensure that it is in system vendors' plans for future development.

SE noted that this Group will need to know which organisation(s) provide a host system for each of the 19 *BIC Realtime* APIs as well as the systems which use them. He suggested that this work may bring to light further prospective hosts and/or users. He commented however that it can be difficult to work out which organisation is the host in some instances, e.g. when using the ONIX Product Information Acknowledgement API.

JG noted that the first step for this exercise is identifying the relevant system vendors. AMB confirmed that BIC will produce a survey for this purpose ASAP. JG suggested that the BIC survey could help this Group to identify smaller system vendors. RH and RE agreed that the

survey needs to convince vendors that implementing *BIC Realtime* APIs into their systems is worthwhile.

SE noted that it would be advantageous if the members of this Group could provide contact details for the identified system vendors. JG noted that publishers can also be approached in due course to inform BIC about which ONIX systems they use. The Group agreed that a skeleton spreadsheet should be put together for this Group to populate.

- **ACTION:** SE to produce a spreadsheet for system vendors' contact details and send to AMB for circulation to this Group, asap.
- **ACTION:** ALL to populate / add contact details for systems vendors to this spreadsheet.

The Group discussed the survey's questions. They agreed that the survey should be kept as brief as possible and that its questions should be contain high-level information only. JG suggested that each *BIC Realtime* API should be listed in the survey so that organisations can tick which they currently use. JG commented that BIC will of course be able to re-approach organisations to provide further information, if required. The Group agreed that the system vendors' survey should take approximately 1-2 minutes to complete.

PM commented that the survey will need to help BIC gain insight into the likely timescale for *BIC Realtime* implementations. He noted that Ingenta will only plan to implement *BIC Realtime* when there is evident demand for its functionality.

The Group agreed that the survey should be signed off by the end of March in order for it to be disseminated to BIC Members in April 2017.

- **ACTION:** AMB to produce the draft *BIC Realtime* survey and circulate it for comment, asap.
- **ACTION:** ALL to provide feedback and suggest amends for the survey, asap – the finished survey will need to be sent out at the beginning of April 2017.

4. Update on the *BIC Realtime* Implementation Guide

JG informed the Group that the content for this Guide is now complete however the document requires further work to its formatting / branding in order to make its appearance suitably professional. He noted that, once this work has been carried out, the Guide will then need to be signed off by this Group and circulated to the IPG for feedback.

- **ACTION:** AMB to liaise with KL regarding the formatting / polishing of this document.
- **ACTION:** AMB to circulate the final version to this Group for their sign off, asap.
- **ACTION:** KL to circulate the final version of the Guide to the IPG for feedback, once it has been signed off by this Group.

5. A.O.B.

The Group did not have anything further to report.

6. Date of next meeting

Friday 5th May 2017.