



**BIC Task & Finish Working Groups**  
Monthly Status Report Template

**Project: BIC SAN/GLN T&FWG**



This monthly status report template is designed in order to give the relevant stakeholders (detailed in each Project Brief) an update on project progress. All reports submitted will be shared on the BIC website and as such made publicly available.

<b>Project Name</b>	<b>BIC SAN GLN T&amp;FWG</b>
<b>Project Leader</b>	Simon Edwards
<b>Date of Start of Project</b> (this should be the date of the first Working Group meeting)	11 February 2015 (Date of first meeting)
<b>Date of Completion given in Project Brief.</b>	31/10/15
<b>Date of this Update</b>	11/09/15
<b>Update Submitted by</b> (name)	Simon Edwards
<b>Overall Project Completeness as a %</b>	50% Complete. If the go-ahead for a new SAN self-service online system is given then the project will deliver a specific solution and then need to promote this to the market. If the go-ahead is not given then the alternative is likely to be simply a re-stated policy with a communication plan to promote it.
<b>% update against each deliverable listed in the Project Brief to show as a % of progress made</b> Please detail as much information as possible, with particular attention to updating against timeline, engagement of Working Group etc.	<p>Project Plan</p> <p>No project plan has yet been put together. The group believes that the work will take a year to complete but it is hoped to short-cut this by clarifying each group member's objectives and agenda and come to an agreement as to the way forward. Then it should be possible to put together a project plan to deliver this solution.</p> <p>T&amp;FWG Report covering the following:</p> <ul style="list-style-type: none"> <li>Liaison with Bowker to ensure an international solution</li> </ul> <p><i>(80% - John Purcell of Bowker has joined the group and provided the SAN rules used by Bowker in the USA.)</i> Analysis of the SAN rules has shown that they are similar to the UK. Bowker has some plans to change the way they do things and they may be willing to coordinate their approach with the work of this group. It is also hoped to involve BookNet Canada and BISG. BookNet Canada have already been in touch with some input on their involvement with SANs etc.</p> <ul style="list-style-type: none"> <li>Detail a new set of rules for SANs which incorporate user requirements</li> </ul> <p><i>(80% Simon Edwards has produced a comparison grid comparing the rules of the SAN UK, SAN USA and GLN. The group still concerned about the link between SAN rules and GLN rules.)</i></p> <ul style="list-style-type: none"> <li>Resolve any discrepancies between GLN rules and SAN rules.</li> </ul> <p>There are differences and flexibility on SAN rules is resisted because of the perceived need to align UK/US rules with GLN rules. This idea needs to be further challenged and discussed. (The Group now believes that it can adapt the SAN rules to suit the industry's needs. - SE 11/09/2015)</p> <ul style="list-style-type: none"> <li>Recommend a way forward with regard to GS1</li> </ul>



	<p>It was hoped that we would be able to obtain a copy of the original GS1-BIC contract to shed light on the detail of this relationship and any obligations e.g. to follow certain rules. GS1 say that there is no contract and that current terms and conditions apply. Previous BIC Executive Directors (PK and BG) agree that there was a contract.</p> <ul style="list-style-type: none"> <li>• Review the pricing and costs of SANs and look at pricing options</li> </ul> <p>The group agrees that SANs are too expensive especially for bulk orders. Solutions need to be found to reduce the costs e.g. using online automation and eventually to end up with free SANs if possible.</p> <ul style="list-style-type: none"> <li>• Look at customer benefits and how these could be enhanced</li> </ul> <p>It has been noted that a customer doesn't get much for their £50 ie just a number. An automated service perhaps hosted by BIC would enable a listserver to be set up and subscribed to, and this would enable interested parties e.g. publishers, distributors and wholesalers to see when new shops are set up or moved or other contact details are changed. This would be a valuable service in improving communication across the book industry.</p> <p>To deliver these requirements, the Group has discussed the idea of developing an online self-service solution to enable bookshops to purchase SANs online. A specification for this requirement has been written and submitted to BIC Management. Costings have been requested in order to put some more realistic numbers in place so that a decision can be made whether or not to develop this solution. This decision would have to be made a BIC Board Level.</p> <p>Outline marketing plan (brief for TEC Committee) for acceptance, promotion and take up of recommendations (0% Completed)</p> <p><i>(To try to move the discussion forward and to identify an outcome that could be agreed by the whole group Simon Edwards wrote a straw man document describing a perfect world scenario. This is designed to obtain feedback from interested parties and to identify any areas of disagreement. We are awaiting more general feedback after some early positive support from some quarters. Simon Edwards 18052015)</i></p> <p>The marketing activity will be undertaken towards the end of the project once the group has agreed on/implemented the solution.</p>
<p><b>Other Comments</b></p>	