

Record of the Groceries Code Adjudicator (GCA) Quarterly Meetings with Code Compliance Officers (CCO)	
Location	Purpose of meeting
GCA, Victoria House, Southampton Row, London	Quarterly progress meetings
Attendees	
<p style="text-align: center;">GCA</p> <p style="text-align: center;">Christine Tacon (CT)</p> <p style="text-align: center;">Angela Latta (AL)</p> <p style="text-align: center;">Helen Gordon-Lee (HGL)</p> <p style="text-align: center;">James Courtenay (JC)</p>	<p><u>2nd December 2015</u></p> <ul style="list-style-type: none"> • Asda Stores Limited - Alex Simpson, Sarah Dickson and Sarah Podesta <p><u>7th December 2015</u></p> <ul style="list-style-type: none"> • Wm Morrison Supermarkets plc – Steven Butts • Co-Operative Group Limited – Phil Willsmer • J Sainsbury plc – Susannah Parden and Daffyd Pugh <p><u>9th December 2015</u></p> <ul style="list-style-type: none"> • Marks and Spencer plc – Max Gillibrand and Robert Steadman <p><u>15th December 2015</u></p> <ul style="list-style-type: none"> • Waitrose Limited – David Roberts <p><u>16th December 2015</u></p> <ul style="list-style-type: none"> • Iceland Foods Limited – Duncan Vaughan • Tesco plc – David Ward • Lidl UK GmbH – Tim Belser <p><u>13th January 2016</u></p> <ul style="list-style-type: none"> • Aldi Stores Limited – Jonathan Ward
Key Points Raised	
<p>GCA update on progress</p> <p><u>Investigation timing</u></p> <p>The investigation has nearly concluded and the report will be published in the New Year.</p> <p><u>2016 GCA survey update</u></p> <p>YouGov are working on a follow-up survey on behalf of the GCA. The topics that will be covered in the in-depth interviews are: supplier training, suppliers’ understanding of the GCA’s role/remit, raising issues with the GCA and emerging issues.</p> <p>Interviews will take place in December/January and the GCA will receive the results in January/February 2016. The results will be reviewed by the GCA and relevant information shared with the CCOs at the March 2016 quarterly meetings.</p>	

EFRA Committee

CT appeared before the EFRA Committee for the second time on 2 December. Most of the points discussed were outside of the GCA's remit. CT advised the CCOs of the availability of the transcript of the meeting should they wish to see the full content of the discussion.

CT also provided a brief overview of the Westminster Hall debate into the role and remit of the GCA which took place on 17 November. Anna Soubry MP, Minister of State for Small Business, led the debate. The GCA was not required to attend.

Forecasting best practice statement

The forecasting statement and retailer commitment were discussed. CCOs provided their feedback on how the implementation of the statement would affect the retailer's business.

Feedback on artwork and design workshop

The CCOs provided their feedback on the minutes of the art and design workshop held on 29 September.

Customer complaints update

CCOs provided an update on the progress made in working towards the best practice statement, and outlined any difficulties experienced.

CCO progress report:

CCOs provided hard copies of their quarterly compliance progress reports, which covered the following areas in accordance with the agenda.

- Consumer complaints
- Delays in payments
- Forecasting/Service levels
- Requests for lump sums
- Packaging & Design charges;

The reports were reviewed and discussed.

AOB:

None.