

Passenger Car Working Group Meeting Agenda

10:00-12:30, Thursday 3rd March 2022

Online via Microsoft Teams

Time	Item	Lead	Purpose	Paper No.
1. Welcome & Apologies				
10:00	1.1 Introduction	Chair	For agreement	Verbal
5 min	1.2 Guidance on competition law			
2. Minutes and Matters arising				
10:05 5 min	2.1 Actions from last meeting	Chair	For agreement	PCWG-M-21-10
3. Government Policy and Monitoring Updates				
10:10 10 min	3.1 Department for Transport	Matt Edwards	For info	Verbal
10:20 10 min	3.2 Office for Zero Emission Vehicles – Charging Infrastructure	Sophie Adams	For info	Verbal
4. EV Energy Taskforce Outcomes – Member Preview				
10:30 30 min	4.1 EV Energy Taskforce Modelling – Key Outcomes	Thalia Skoufa, Energy Systems Catapult	For discussion	PCWG-P-22-03-01
11:00 20min	4.2 EV User Requirements <ul style="list-style-type: none"> Private Car Market Survey Fleet Experience 	S Skippon, ESC C Bowen, BVRLA	For discussion	PCWG-P-22-03-02
11:20 20 min	4.3 Stakeholder Perspectives <ul style="list-style-type: none"> Vehicle Manufacturer CP Operator 	C Clarke, Ford G Campbell, CP Scotland	For discussion	PCWG-P-22-03-03
5. Other PCWG Projects				
11:40 10 min	5.1 Electronic Information Tool <ul style="list-style-type: none"> Overview & update 	A Fraser/ J Doran	For info	PCWG-P-22-03-04
6. Zemo Work Programme 2022/23				
11:50 10min	6.1 Passenger Car Projects	Andrew Fraser		PCWG-P-22-03-05
12:00 10min	6.2 Energy Infrastructure Projects	Alec Thomson		PCWG-P-22-03-06
7. Member Spotlight				
12:05 10min	7.1 Yotta	Anique Bravenboer	For info	PCWG-P-22-03-07
12:15 10min	7.2 TBD	TBD	For info	PCWG-P-22-03-08

8. Member's Roundtable

12:25	7.1	PCWG Chair and Members' Council Election
5min		Nominations to Andrew Fraser by 15/4/22

Competition Law Compliance

DOs and DON'Ts

Commercial decisions must be taken independently by individual companies.

All participants must be aware that exchange of commercially sensitive information or intimation of intended commercial decisions, directly or indirectly, can result in competition law infringement.

Member conduct at meetings and teleconferences

There must be no communication of the following information:

- Individual company or industry prices, including differentials, discounts, rebates, allowances, price levels or changes, mark-ups, terms of sale and credit terms.
- Company plans as regards development, design, production, distribution or marketing of products/services, divestments, closures or expansion.
- Rates for production or transportation of products.
- Bids for contracts or procedures for responding to bid invitations.
- Matters relating to individual suppliers and customers/potential customers, progress on negotiations or content of negotiations.

If at any point during a meeting discussion appears to be breaching policy guidelines, the Chair or a participant should immediately raise their concern and close the discussion.

The above is not an exhaustive list. The full Zemo Partnership Competition Law Guidelines should be consulted or if in doubt legal advice obtained.