



MEETING MINUTES

A-NZ Service Provider Forum

Date: 12 February 2020

Time: 11am – 1pm (all times are in Sydney local time)

Co-chairs	Mark Stockwell, Australian Peppol Authority, ATO Mark Wierzbicki, New Zealand Peppol Authority, MBIE
Members	Kristyn Ngo, Services Australia Helena Bone, MessageXchange David Field, Ozedi Sam Hassan, Link4 Simon Foster, Storecove Andrew Stein, Payreq Brett Lello, IBM
Observers	Various service providers undertaking accreditation were not identified to protect any potential commercial sensitivities
Apologies	Levine Naidoo, IBM (Brent Lello attending as proxy) Timothy Riley, Services Australia (Kristyn Ngo as proxy)
Next meeting	18 March 2020

Agenda item: 1 – Welcome and administration

- The chair welcomed attendees and noted apologies.

Agenda item: 2 – Purpose of the forum

- Terms of Reference were accepted. Document will evolve as situations arise and updated if/as needed.
 - The forum is specific to the A-NZ region, providing the opportunity for members to discuss network and global topics and issues
 - The forum assists authorities in their governance role
 - The forum complements OpenPeppol committees, not duplicating them
- Adhoc subgroups or working groups may be convened to explore and develop recommendations for a specific outcome.
- SP's expectations of forum – that the PA:
 - provides updates on onboarding progress and sharing information on any issues with interoperability in timely manner.
 - provides update of progress of government onboarding.
 - provides information on issues affecting interoperability or network efficiencies. Super stream gateway forum worked well was an observation.
 - facilitates interactions with OpenPeppol



- update on what is happening in OpenPeppol for those that cannot attend bi-annual meetings.
- Provide the ability for collective feedback to OpenPeppol, where appropriate.
- consider having specific members assigned to specific specialists area like GNGB model.
- SP’s can also provide individual feedback to OpenPeppol. Service Providers will be added to the Service Provider community when accredited. Go to <https://peppol.eu/get-involved/join-a-community/> to join these and other communities.
- The forum for the International Invoice is open.
- Suggestions for future agenda items to be provided offline.

Action Item	Description	Responsible	Status	Comments
202002/01	Determine member attendance at OpenPeppol meetings and most effective manner of sharing of information. Advocate on behalf of SP’s regarding timing of Peppol meetings and format e.g. Not Friday evenings and prefer global impact items first.	A-NZ Peppol Authority	Open	
202002/02	Members to consider attending OpenPeppol working groups, events, etc to ensure they are included in decision making.	All SP’s	Open	
202002/03	Members to ensure they participate in relevant communities (and thus receiving email updates) i.e. Service Provider, eDelivery Domain Community and Post-Award Domain Community at a minimum.	All SP’s	Open	

Agenda item: 3 – Operations

- AP’s have moved into operational mode. Members would like a reminder list of compliance obligations:
 - reporting requirements.
 - other regular information.
- Reporting
 - requirements appear light – suggestion was to expand so more usable data is available particularly to influence the adoption process.
 - How do we know how many ABN’s there are? Annex 5 for A-NZ states it is mandatory to register end users in the Peppol Directory.
- Accreditation
 - Share information and learnings from interoperability testing which will be helpful to AP’s.
 - Peppol Authority should collect testing learnings and submit to Peppol.
 - AP’s should publish testing results so that other AP’s don’t make the same mistakes.
 - Interoperability testing between A- NZ participants - what is the expectation for interoperability. testing for AP’s? Is the expectation that testing will be self-organised or will a formal process be introduced?
 - Europe leaves parties to self-organise testing. Peppol is finalising test bed changes to include AS4.
 - Testing with A-B doesn’t mean it will work with C.
 - Members agreed 100% testing would be great to minimise production costs.
 - Testing shouldn’t be onerous. Don’t want to replicate 20-30 participants testing, members agreed to share the load – there was a suggestion to share the load on rotational basis.



- A-NZ don't want to impose unreasonable interoperability testing requirements. Agree a common approach and qualify what is being tested.
 - No issues noted with the accreditation process.
 - Service providers appreciated the mutual recognition available with A-NZ.
 - Noted New Zealand has a new requirement for Service Providers receiving mutual recognition to also sign their Annex 1. Any service provider who has only signed the Australian Annex 1 will shortly be contacted by New Zealand.
 - Members questioned compliance position of when they receive messages from other jurisdictions which doesn't conform to A-NZ requirements.
- Service Providers have seen an increase in the number of SML outages recently.

Action Item	Description	Responsible	Status	Comments
202002/04	Gather learnings from interoperability testing requirements to determine any gaps and clarify testing requirements. Convene hook-up to share learnings from recent testing, to provide to OpenPeppol so they can update their documents to remove ambiguity.	A-NZ Peppol Authority	Open	
202002/05	Discuss reporting requirements with members at a future meeting to complement existing requirements	A-NZ Peppol Authority	Open	
202002/06	Provide information to members on the send/receive responsibilities for service providers.	A-NZ Peppol Authority	Open	

Agenda item: 4 – P2P

- Feedback on P2P docs reviewed – good approach however two SPs raised that retail supply chain has additional requirements of the Despatch Advice.
- Discussion with Peppol is based on changing the existing standards rather than create A-NZ extensions.
- Feedback received that not all supply chains are complicated – e.g. experience of some SPs that government despatch advices are easier compared to other entities.

Action Item	Description	Responsible	Status	Comments
202002/07	Members to provide feedback on paper by 14/02/2020. Feedback to be sent via email.	All SPs	Open	



Agenda item: 5 – Adoption and Communication

- AU
 - Federal government – close to finalising roadmap for Australian govt adoption –agencies, covering vast majority of federal government invoices, are expected to be ready by end of year. Services Australia (DHS) AP for some agencies – started receiving and processing e-invoices.
 - State government – NSW have started implementation and SA expected midyear – anticipate 1 other state by end of year.
 - Local government – there are over 500 local government. If you are provider to any local government, A-NZ Peppol Authorities are interested in discussing how we can support onboarding those entities.
 - Small business (SB) - need to ensure accounting packages have software available to support SB adoption before large scale SB adoption will happen.
 - Using enablers and influencers in relevant industries to send communications.
- NZ
 - NZ Govt procurement rules covers 132 agencies and are supportive of work being done.
- Arrange more detailed discussion at next meeting

Action Item	Description	Responsible	Status	Comments
202002/08	Understand each member’s onboarding strategy	A-NZ Peppol Authority	Open	
202002/09	Seek case studies from all members	A-NZ Peppol Authority	Open	

MEETING CLOSED: 12:05pm



Action item summary

Action items raised during today's meeting

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202002/08	Understand each member's onboarding strategy	A-NZ Peppol Authority	Open	
202002/09	Seek case studies from all members	A-NZ Peppol Authority	Open	