



MEETING MINUTES

A-NZ Service Provider Forum

Date: 16 March 2021

Time:

- Sydney – 11:00am – 1:00pm
- Brisbane – 10:00am – 12:00pm
- Wellington – 1:00pm – 3:00pm
- GMT - Midnight - 2:00am

Chair	Mark Stockwell, Assistant Commissioner (acting), Australian Peppol Authority	
Co-chair	Mark Wierzbicki, Director, New Zealand Peppol Authority	
Members	Services Australia	Link4
	Esker	Pacific Commerce
	Ozedi	IBM Australia
	MessageXchange	Pagero
	Storecove	Xaana
	BE2BE NZ	Payreq Australia
	Edicom	B2B Router
	Xero	Luca+
	Havi Technology	Open Text
	Basware Corporation	Cloud Trade Technologies
	Celtrino	SAP SE /SAP Australia
	Tickstar AB	Capability Wise
	Fuji Xerox	
Guest	Rick Harvey – Layer Security	
Observers	Various service providers undertaking accreditation were not identified to protect any potential commercial sensitivities	
Apologies		
Next meeting	27 April 2021	



Agenda item: 1 – Welcome and administration

- The chair welcomed attendees and acknowledged new members Capability Wise and Fuji Xerox and new expression of interest applicants.
- Previous meeting minutes accepted.
- Action items update provided (refer to action items summary on page 5-7).

Agenda item: 2 – Peppol Authority updates

Accreditation progress and feedback received

- New Zealand have no new accreditations
- Australia have accredited Capability Wise and Fuji Xerox since last meeting, with mutual recognition with New Zealand in progress.

Expansion of Service Provider Forum membership

- Request received to expand the membership to allow Peppol members which support the Australian or New Zealand environment to participate as members.
- Peppol members that do not offer AP or SMP services currently do not have a local based forum they can participate in.
- Expansion to membership was supported overall, terms of reference to be updated and shared with group.

Action Item	Description	Responsible	Status
2021/03/16-01	Update terms of reference to include Peppol members that support the A-NZ environment to participate as members.	A-NZ Peppol Authorities	New

Invoice routing

- When within a C4, if different ‘types’ of invoices are processed by different business units or different systems, the invoices need to be routed to the appropriate team/system. This can be done using invoice content/invoice data – typically using a PO number, or the Vendor ID / Buyer’s Contact details.
 - Most C4 that require invoice routing would have managed this via supplier on-boarding process, to ensure they provide enough data.
- Another scenario is that some C4’s currently use multiple systems to manage inbound invoices; and more than one of their existing solution providers have become Peppol-enabled using different Access Points, so in theory they can use the Peppol channel but will receive invoices via different Peppol IDs/electronic addresses that direct the invoice to these different access points.
- The draft paper describes some of the options to support routing of invoices.
- Consensus is that business needs to consider which solution suits them, so no working group is required.
- A-NZ PA’s will continue to collect business intel and incorporate these into the draft guidance document and keep SPF informed of updates.

A-NZ extension

Service provider requested clarification of format of NZ GST number in company ID field. In A-NZ Specifications NZ GST number must be entered with hyphens e.g. 049-086-982. NZ Inland Revenue has no preference regarding hyphenation. The value is 9 digits long (if only 8 digits are supplied then a leading zero should be added). It was suggested that the format be the same as the NZBN lookup site for consistency. The A-NZ specification will be updated showing that hyphens are no longer required, and change reflected in May release.

Peppol International Invoice (PINT)

- Proof of concept (PoC) still pending approval by Peppol Management Committed but expected to start soon and will be using Dynamic Document Type Schema (DDTS).



- Draft PINT schedule has been shared previously. All AP and SMP need to build by August but likely to be pushed back, however will allow for reasonable lead time.
- A-NZ PINT specification to be released soon with minimal change and continues to align with BIS Billing as much as possible.
- Once OpenPeppol confirms the approach and timeline for PINT, PA;s will consult to decide how A-NZ would like to take up PINT.

Agenda item: 3 – Service provider updates

Network operations feedback and intelligence, including any exception reporting and interoperability testing issues

- Concern regarding end user products using customised software products rather than off the shelf versions. Multiple identifiers are one of the concerns.

Onboarding strategy and progress feedback

- No feedback received.

Agenda item: 4 – OpenPeppol activities

Dynamic Document Type Schema (related to PINT)

- Rick Harvey presented slides on Dynamic Document Type Schema (DDTS).
- Slides will be issued with the minutes.

New OpenPeppol agreements update from A-NZ Peppol Authorities:

- Work on the revised agreements is progressing, with May-June still targeted for consultation on the full package of agreements, operational procedures and internal regulations.
- Process has highlighted need for ongoing review and revision of the agreements.
- Consideration is being given to establishment of a Change management board to ensure that work on drafting, reviewing and revising procedures and regulations becomes business as usual.
- Service Provider representative Simon Foster is a member of the internal regulations working group and advised good progress has been made.
- A Global Peppol forum is held every month and they advised there must be six months' notice provided to cancel existing agreements. It is expected this notice will be given in July.

Agenda item: 5 – Working group updates

Peppol Ready

- A-NZ Peppol Authorities have collaborated on a paper providing assessment criteria for software solution providers to be listed as providing a Peppol Ready e-invoicing solution on A-NZ PA websites.
- Singapore used a similar model and it has been successful for adoption uptake.
- Peppol Ready's purpose is to help businesses and government agencies to find software solutions that meet their invoicing needs.
- Service and Software providers will be assessed, commencing in April 2021 and if successful their information will be published and promoted on A-NZ websites.
- For the purpose of qualifying as a Peppol-ready solution, the Peppol Authority clarified that a Peppol ready solution did not have to be in a commercial arrangement to pay a commission on a per transaction bases to the accredited access point.
- Request to include technology providers as being Peppol Ready as they can facilitate access points' access to the Peppol Network.
- Concerns raised about whether it is the right time as we don't have the numbers yet, however by mid-year it is expected a reasonable number of government agencies will promote to their suppliers and direct them to the Peppol Ready list.



- Service providers interested in being identified and assessed as a Peppol ready e-invoicing solution provider should write to e-invoicing@ato.gov.au or support@nzpeppol.govt.nz

Invoice Response

- Access points will be able to test invoice response in test bed 2.0 when it goes live later in the year.
- It will not be mandatory to provide invoice response but will be highly encouraged.
- Would like to see number of solutions that provide capability more broadly.

Agenda item: 6 Adoption progress updates

Australia

Government adoption

- In Budget 2020-21, Government announced its JobMaker Digital Business Plan, which mandates the adoption of e-invoicing by all Commonwealth Government agencies by 1 July 2022, with over 80 per cent of invoices being able to be received electronically by 1 July 2021. This means that by:
 - 1 July 2021, Material Non-corporate Commonwealth entities are required to be e-invoicing enabled. Material status can be identified on the Public Governance, Performance and Accountability Act 2013 (PGPA Act) Flipchart of Commonwealth entities and companies, published on the Department of Finance website.
 - 1 July 2022, all non-Material Non-corporate Commonwealth entities are required to be e-invoicing enabled.
 - All other Commonwealth Corporate entities and Companies are also encouraged to become e-invoicing enabled.
 - 34 agencies are required to adopt by 1 July 2021 and a further 65 by 1 July 2022.
 - 6 agencies are e-invoicing enabled and published on ATO website.
 - Several have indicated they are on track to become enabled by Q1 2021. Thank you to the providers involved.
- Some panel members have conducted demonstrations for all levels of government to assist with understanding different service offerings available and encourage adoption.
- States are showing varying degrees of interest since budget announcement and positive discussions with Victoria, Queensland, South Australia, Western Australia and Australian Capital Territory.
- Local government survey has more than 250 responses with e-invoicing awareness and appetite, using to target pilots. Pilot is being run with a large office stationery provider and WA Council, and will mark first council being enabled in Australia, that will also onboard a common supplier.

Large Business

- A Champions Adoption Network (CAN), with membership primarily being Chief Executive Officers (CEO) and Chief Financial Officers (CFO) from a dozen organisations, has been established to take an economy wide strategic approach to driving large business e-invoicing awareness and adoption. CAN will be co-chaired by Ramez Katf (ATO Chief Information Officer) and Tim Reed (President of the Business Council Australia), with the first meeting scheduled for 25 March 2021.
- Presentation at the Australian and New Zealand Chief Financial Officer Forum (ANZ CFO Forum), provided an opportunity to promote e-invoicing to CFOs from large Australian and New Zealand businesses (\$300m+).
- BOC pilot is progressing with invoices successfully sent between Australia and New Zealand and are in the process of implementing e-invoicing as business as usual.

Small Business

- 100 small businesses surveyed to gauge awareness of e-invoicing, current invoicing processes, change impacts of e-invoicing on small businesses and views on current e-invoicing web content.



New Zealand

- Meeting scheduled for 17 March 2021 with e-invoicing adoption leaders’ group, CFOs and some CEOs of NZ organisations, 20 participants and Minister Nash attending.
- Customer insight – 280 million invoices flow through New Zealand economy. Looking to break down and report on common industries e.g. Recruitment companies.
- New website being launched.
- Continue to engage with government and as many businesses as possible. Focussing on receive capability but make sure there are suppliers that are send capable.
- Still completing process for government syndicate for service providers.

Agenda item: 7 Other business

Other business items

- Thanked attendees
- Next meeting Tuesday 27 April 2021
- Meeting closed 1pm (AEDT)

Action item summary

New action items

Reference	Action Item	Status	Responsible	Comment
2021/03/16-01	Update terms of reference to include Peppol members that support the A-NZ environment to participate as members.	New	A-NZ Peppol Authorities	New item

Open action items

Reference	Action Item	Status	Responsible	Comment
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Closed action items (closed this meeting)

Reference	Action Item	Status	Responsible	Comment
2020/12-01	<p><u>A-NZ specification update</u> <u>Agenda item 2B</u> The broad question was: ‘to what extent our local A-NZ specifications should align with BIS Billing?’ A-NZ Peppol Authorities to review the release process and discuss with Open Peppol to address gaps and seek improvements. Also ask: How to get involved earlier and provide input, not just find out about the output e.g. can we request observer status on Connecting Europe Facility (CEF)?</p>	Closed	A-NZ Peppol Authorities	<p><u>16/3/21 SP Forum</u> Feedback provided to OpenPeppol. New processes not ready for May release but keeping in mind for May release Standing agenda item on A-NZ release European standards that impact Peppol that may impact A-NZ e.g. rounding Make sure OpenPeppol remember our feedback and review for May & November release Recommend: close</p>



2020/12-03	<p>Set up work group to analyse Peppol Directory data quality. Australian PA identified entries in the Peppol Directory that contained incorrect information. Australian PA to review and develop a set of recommendations.</p>	Closed	A-NZ Peppol Authorities	<p>Email sent requesting volunteers for working group – no volunteers 16/3/21 SP Forum Peppol Authorities to send email advising protocols and timeframe to remove testing details. Recommend: close</p>
2021/02/02-01	<p>Invoice routing draft guidance Convene working group (C1 and C4 predominately), similar members to invoice content group, to discuss invoice routing solutions. Service providers to provide written feedback on the identifier topic to enable development of a problem statement and fully understand the issue. Examples to be brought to Working Group.</p>	Closed	A-NZ Peppol Authorities	<p>16/3/21 SP Forum Discussed at agenda item 2c Consensus is that this is a business issue and now working group is needed Item closed</p>
2021/02/02-02	<p>Invoice Response Invoice response is considered an important component in A-NZ. A-NZ Peppol Authorities to raise invoice response with OpenPeppol, to see if they are receptive to making Invoice Response part of OpenPeppol Accreditation.</p>	Closed	A-NZ Peppol Authorities	<p>Test bed 2 will have ability to test invoice response capability. Invite APs to test their capability (and will promote on our website). Not looking to make it mandatory. Test bed 2 not yet available Recommend: close</p>
2021/02/02-03	<p>Invoice response Paper to be developed on 'Invoice Response' for March meeting.</p>	Closed	A-NZ Peppol Authorities	<p>16/3/21 SP Forum Discussed at Agenda Item 5b Invoice Response</p>