MEETING MINUTES

A-NZ Service Provider Forum

Date:	8 June 2021	
Locations:	**Time:**	
Sydney, Brisbane, Melbourne	11:00am – 1:00pm	
Wellington	1:00pm – 3:00pm	
GMT	1:00am – 3:00am	

Chair	Mark Stockwell & Mark Wierzbicki, Director, New Zealand Peppol Authority		
Members	Services Australia	Link4	Pacific Commerce
	Esker	IBM	Pagero
	Ozedi	Xaana	Payreq
	MessageXchange	B2B Router	Luca+
	Storecove	Open Text	Cloud Trade Technologies
	B2BE NZ	SAP SE	Capability Wise
	Edicom Capital S.L	Xero	Havi Technology
	Celtrino	Tickstar AB	Basware Corporation
	Fujifilm	Valtatech	Layer Security Pty Ltd
	Ezzydoc Software		
Observers	Various Service Providers that have submitted an EOI		
Guest			
Apologies			
Secretariat	Rose McBride, Australian Peppol Authority, Craig Smith New Zealand Peppol Authority		

Agenda item 1 – Welcome and administration

- The chair welcomed attendees and acknowledged new member Ezzydoc Software.
- Previous meeting minutes accepted.
- Action items to be addressed in agenda (refer to action items summary on page 4 -5).

Agenda item 2 – Peppol Authority updates

Accreditation progress
- Ezzydoc Software accredited since last meeting
- Valtatech have completed mutual recognition with NZ
- New Zealand have 22 accredited providers and Australia have 27.

A-NZ extension / release update
- **Payment Means Guidance Note reminder**
  o The Payment Means Guidance Note has been updated in line with the May 2021 Peppol biannual release. These updates will allow multiple payment means to continue to be supported in A-NZ.
  o Feedback is due 25 June 2021

Reporting
- The AU and NZ PAs shared draft dashboards that describe enabled users and adoption volumes in their jurisdictions.
- SPs provided positive feedback on the dashboards and were keen to see future reports. Both parties identified items that could be added to the dashboard 9i.e. government vs private sector senders/receivers), but the challenge remains the various hurdles for sourcing of this data.
- Service providers were also reminded to review the guidance note for the definition of effective senders as this should only include active senders for the month.

Australian Budget announcement
- Update on Australian budget announcement was provided.
- SPs have suggested AU engage with a range of payment providers (e.g. including BPAY) as part of the Budget measures consultation on how e-invoicing can complement the payment experience.

Agenda item 3 – Service Provider updates

- There was a discussion regarding service provider conformance to the A-NZ Know Your Customer (KYC) guidance note and whether it goes far enough to protect from fraudulent actors.
- These concerns were challenged with the difficulty that service providers with large customer bases have as there is no automated tool for them to perform all the steps required in the guidance note.
- The Digital Transformation Agency (DTA) has announced a digital identify for B2B. Service Provider are encouraged to have their say.
- In the meantime, PAs will explore other potential solutions that have worked in other jurisdictions and will explore the option of incorporating KYC into annual reviews.

Action Item	Description	Responsible	Status
2021/06/08-01	Explore if there are further options to improve KYC controls and guidance.	A-NZ Peppol Authorities co-ordination	New

Agenda item 4 – OpenPeppol activities

New Peppol Agreements
- Around 300 items of feedback received and working group are currently reviewing, aiming to finalise by late June / early July.
- Statutes will be reviewed next.

General Assembly

- 13th OpenPeppol GA to be held 15th June 2021
- Number of candidates for various positions from our region.
- SPs were encouraged to vote

Agenda item 5 – Adoption progress updates

Australia
- **3200 + Peppol end users and consistently increasing.**
- **Government:**
  o Enabled Commonwealth agencies are listed on ato.gov.au. As at forum, 11 Commonwealth mandated agencies due to adopt by 1 July 2021 were enabled, and 5 were due to be enabled shortly.
  o NSW state government has mandated all agencies to be enabled by 1 January 2022. WA first agency expected middle of the year, SA expected October.
  o E-invoicing was promoted at Australian Local Government Association (ALGA) event. Initial pilot with WA local council and large supplier delayed.
- **Business:**
  o Following successful Australian Champions Network (CAN) in March we established a sub-group, Community of Practice of Operational Leaders (CoPOL). Current focus is to pave way for others to adopt Peppol e-invoicing through pilots, case studies and showcases. Toolkits provided as assistance to large business
  o New e-invoicing web presence on business.gov.au available soon
  o Progressing work for BOC to send invoices to Xero customers.
- **Real/perceived barriers to supplier onboarding for government**
  o The AU PA provided a paper with feedback from Commonwealth agencies on why they were struggling to encourage their suppliers to send them e-invoices.

New Zealand
- Second meeting of the e-invoicing Adoption Leaders Group held 17/5/21. More discussion and direct engagement with members.
- Four corner model explained, and some market insights were discussed. High level of engagement from members.
- Good idea to have a CoP group that implements the ideas of the Adoption Leaders Group.
- Letters being sent to Central Government Agencies instructing them to be e-invoicing receive capable by March 2022. Letters include targets for invoice volumes over next 5 years. NZ is dealing with government regarding sending capability.
- Syndicated Agreement for e-invoicing services is now days away. There are some final clarifications, Carolyn Tremain, MBIE's Chief Executive will sign the overarching agreement.

Agenda item 6 – Other business

Other business items
- SP raised issue that Australia and New Zealand accredited SPs are using the Peppol accredited branding, but signing their customers up for a service that is not Peppol e-invoicing – these customers are not registered on the SML and they may be unaware they are not using Peppol e-invoicing.
- **Use of ATO logo**
  o SPs have enquired about using the ATO logo on their presentations.
  o AU PA advised that use of the ATO logo by external organisations requires approval from the ATO brand management team.
  o While generally supportive if an ATO officer is presenting at events organised by external providers (e.g. guest speaker or panel member) there are very limited circumstances where approval will be provided.

- o It is suggested that SPs use the Peppol logo (subject to their guidelines). We can send out current Peppol logo documents, however OpenPeppol is in the process of updating the logos and new ones should be available soon.
- Next meeting Tuesday 20 July 2021
- Agenda item for next meeting: Supplier onboarding discussion
- Meeting closed 1pm (AEDT)

Action Item	Description	Responsible	Status
2021/06/08-02	If SPs believe there is a breach of the Peppol Agreement or their obligations, SPs should report to their PA with details on what obligation/s are suspected to be in breach.	SPs	New

Action item summary

New action items

Reference	Action Item	Status	Responsible	Comment
2021/06/08-01	Explore if there are further options to improve KYC controls and guidance.	New	A-NZ Peppol Authorities co-ordination	New action item
2021/06/08-02	If SPs believe there is a breach of the Peppol Agreement or their obligations, SPs should report to their PA with details on what obligation/s are suspected to be in breach.	New	SPs	New action item

Open action items

Reference	Action Item	Status	Responsible	Comment

Closed action items (closed this meeting)

Reference	Action Item	Status	Responsible	Comment
2021/04/27-01	PAs to provide aggregated statistical reports of data gathered from SPs	Open	A-NZ Peppol Authorities	Addressed at agenda item 2d. • A-NZ PA's provided dashboard reports with SPF papers issued to Service Providers and discussion in forum explaining the data. • **Closed**
2021/04/27-02	Real/perceived barriers to supplier onboarding for government	Open	A-NZ Peppol Authorities	Addressed at agenda item 5b. • Paper provided to with SPF papers

				issued to Service Providers providing details gathered from govt agencies as to why they are not encouraging their suppliers to adopt e-invoicing, details of assistance being provided explained to Service Providers. • **Closed**