



MEETING MINUTES

A-NZ Service Provider Forum

Date:	30 November 2021
Locations:	Time:
Sydney, Melbourne	11:00am – 1:00pm
Brisbane	10.00am-12.00pm
Wellington	1:00pm – 3:00pm
GMT	1:00am – 3:00am

Chairs	Mark Stockwell, Director, Australian Peppol Authority Mark Wierzbicki, General Manager, 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	Transsoft	ABB Power Grid
Observers	Various Service Providers that have submitted an EOI		
Guests			
Apologies	Mark Wierzbicki, General Manager, New Zealand Peppol Authority		
Secretariat	Nerida Quinnell, Australian Peppol Authority Craig Smith, New Zealand Peppol Authority		



Agenda item 1 – Welcome and administration

- The chair welcomed attendees
- Previous meeting minutes accepted
- Action items to be addressed in agenda (refer to action items summary on page 6)

Agenda item 2 – Peppol Authority updates

Accreditation progress

- There are no new accredited providers since the last meeting
- We have several providers going through the EOI process. Testing during the EOI process is necessary for interoperability. So far only a third of Accredited Service Providers are participating. We value co-operation to help support newcomers with testing

Action Item	Description	Responsible	Status
2021/11-30-01	Email elInvoicing@ato.gov.au to support interoperability testing with entities wanting to be accredited.	Service Providers	New

A-NZ Framework Updates

- **November 2021 release**
 - Published 2 weeks ago
 - Mandatory implementation as of yesterday (29-Nov-21)
- **PINT**
 - Peppol use is expanding in the region. We are working to progress PINT
 - Cater for countries that have tax requirements that are not easily accommodated in BIS Billing
 - Better manage the national specialisations
 - Provide simpler cross-border solutions between countries that need localised specs
 - OpenPeppol are testing thoroughly to make sure PINT is validated through proof of concept – technical verification and business validation
- **Peppol Ordering Initiatives**
 - Some end users are focusing purely on implementing eInvoicing, others would like to obtain the benefits from having improved processes and data quality supported by eOrdering
 - There are initiatives in several jurisdictions, especially where eInvoicing has an established base
- **Advanced Ordering Initiatives**
 - OpenPeppol has commenced a working group to create the Advanced Ordering BIS (refer OpenPeppol email 4-Nov-21)
 - Advanced Ordering covers the more complex ordering processes of Order Change and Order Cancellation
 - The new BIS would cover the Advanced Ordering business process, with new messages for Order Change and Order Cancellation.
 - They aim to use the existing Order and Order Response messages with minimal changes
 - The existing Order-only and Ordering business processes will still be there for the simpler cases
 - There is an aggressive timeframe, with plans to have the final BIS ready by 1-Mar-22.
 - If you want to keep abreast of this work, or be included in the Advanced Ordering work group meetings, please send an email to openpeppol@peppol.eu.



Reporting

- September dashboards provided to the forum prior to the meeting.
- New registrations continue at a steady pace for both Australia and New Zealand
 - NZ expect to see a spike in users shortly due to the marketing campaign
- We are continuing to get 100% reporting which is great, but there has been some late reporting, and that makes it difficult to provide timely information
- Please provide reports in a timely manner so we can provide you with the most up to date data

KYC Survey

- Thanked the Service Providers who took the time to respond to the survey
- We had 10 responses
- One key theme was KYC is often a highly manual and currently there is limited government services to support SPs
- Still working through all the information. Will come back to the group first meeting next year with further details

Peppol Directory Guidance Note

- The A-NZ Peppol Authorities (PAs) have developed a draft guidance note to improve the data quality of end users on the Peppol Directory
- This is an initial draft to seek feedback. We are still analysing information – e.g. recently identified some fields with blanks We plan to bring an updated version in the new year
- It was raised that the regular review timeframes differ from those in the Internal Regulations (IRs) – the PAs will review the draft guidance note with respect to the IRs
- Testing in a live environment
 - Some Service Providers test in the live Peppol Directory environment using old or cancelled ABNs
 - There is a test environment - <https://test-directory.peppol.eu/public>
 - Not all have a test environment as it can be expensive to set up. The ability to register something in the production environment with a clear test name should be an option.
 - Other Service Providers use the test environment, it works just like the live environment.
 - Would be good to get some specific guidance on that. Eg. using the test environment, when can a SP use the live environment, must include test in the name, deleting test data.
- Please send the AU or NZ PAs any further feedback or scenarios relating to the guidance note.

Action Item	Description	Responsible	Status
2021/11-30-02	A-NZ PAs to review the draft Peppol Directory guidance note for alignment with the IRs on timeframes for regular reviews	Service Providers	New

AU eInvoicing Ready Consultation

- Re-branded ‘Peppol Ready’ to ‘eInvoicing Ready’
- Consultation closed in early November with no concerns raised
- The eInvoicing Ready framework targets end-user software solutions
- Solutions are required to demonstrate the ability to send and/or receive eInvoices by implementing A-NZ Industry Practice Statement - Invoice Content v1.1 best practice
- Software developer updates have been published with further information
- DSPs will have the option to submit a request via email or through online services for DSPs



- Product register being established to support business connect to an invoicing solution with a go-live in early December

Agenda item 3 – Service Provider updates

All Stakeholders Working Group

- Held the first meeting on 17 November, the minutes will be sent out shortly
- 100 attendees
- Started with 10 topics of interest and narrowed that down to the 4 highest priorities that focus groups will look at
 - Consistent data mapping – interoperability in payload
 - Switching Accredited providers
 - Invoice routing – inbound
 - Invoice response
- If you are interested in any of the sub-groups please respond to the EOI going out shortly to participate
- The first focus groups are expected to commence February/ March
- The next all stakeholders working group meeting will be held in April

Agenda item 4 – OpenPeppol activities

New Peppol Agreements

- After 18 months of negotiation and consultation, the new Peppol contractual framework has been approved
- PAs are completing due diligence and will sign the new agreement with OpenPeppol over the next few weeks.
- Once PAs have signed, they will need to sign new agreements with their SPs.
- Termination notices will be sent to SPs, notifying them that the new agreements will come into effect on 1 July 2022
- PAs will only re-sign new agreements with SPs whose primary place of business is within their jurisdiction
- AU and NZ accreditation and mutual arrangements will stay in place
- New accredited providers will need to sign the old TIA and the new agreement until 30 June 2022

Peppol Community Updates

- APPCMB
 - Haven't met yet, waiting for the regulations and procedures to be finalised
- PoAC
 - Major change with the Internal Regulations is bi-annual specifications updates. Instead of only 2 weeks' notice it is now 3 months
 - Working on invoice responses, will be a part of the May update
- No updates from the eDEC, Election Committee and General Assembly

Agenda item 5 – Adoption progress updates

New Zealand

- Have begun the communication campaign
 - Phase 1 is targeting bookkeepers and accountants
 - It started last week and will run through to February 2022
 - Phase 2 is targeting small business



- This will be primarily a digital campaign using social media tools such as Facebook and LinkedIn
- The group was shown the marketing materials
- Adoptions and registrations are the key priority. Asked Service Provider to get their clients enabled and registered

Australia

- Is following a similar communication campaign
 - Aug - Nov 21 - raising awareness and educating trusted advisers
 - Feb – Jun 22 – undertaking broadscale small business awareness activities & events
- Focusing our efforts on raising small business intermediary and influencer awareness, so that they are ready to support their clients in early 2022
- Since August, the ATO has delivered many activities to raise awareness of eInvoicing
 - 20 intermediary peak body and Digital Service Providers (DSP) webinars
 - The newly formed Champion Adoption Network Communication Community of Practice
 - Hosted an intermediary webinar series, over 700 people attended
- eInvoicing week is to be held in late February 2022
 - It will involve coordinated, whole of economy multi-media awareness activities and events to raise awareness
 - Will send out an email to Service Providers to gauge your interest in being a part of the week

Government

- Have reached the 80% of mandated Federal agencies to be enabled
- Focusing on the residual 20% and are on track for them to be enabled by July 2022
- Working with large government suppliers
- NSW is still leading the way with enablement
- WA is currently doing pilots
- SA are establishing their next work and aim for next year
- Victoria are going to market for partners
- Starting to see early adopters coming forward. Eg a couple in NSW. Investigating leveraging opportunities off state mandate

Agenda item 6 – Other business

Other business items

- 2021 wrap up
 - Held 7 meetings this year
 - Started the year with 23 Access Points and we now have 29, and from around 160 registered users to now almost 10,000
 - As a group we have worked together to develop the Invoice Content best practice statement
 - 5 members elected to OpenPeppol positions
 - Influenced Peppol to ensure A-NZ be adequately consulted on changes impact our environment.
 - We also thank the group for your continued support of supply chain pilots
 - Helped develop the new agreements and associated documents
 - Helped work on the Peppol International Invoice
- Looking ahead to next year
 - We think this will be a big year for adoption –we will make a concerted effort on marketing, and work closely with industry to co-ordinate this. We expect to see a greater increase in numbers over the next 12 months
 - Facilitate the signing of the new Peppol Agreements by the Service Providers and roll-out of the new OpenPeppol policies, through the A-NZ environments



- Collaborate with the A-NZ Peppol Stakeholders WG to work through issues in the implementation of Peppol
- Next meeting Tuesday 15 February 2022
- Meeting closed 12.20pm (AEDT)

Action item summary

Open action items

Reference	Action Item	Status	Responsible	Comment
2021/11-30-01	Email eInvoicing@ato.gov.au to support interoperability testing with entities wanting to be accredited.	New	Service Providers	
2021/11-30-02	A-NZ PAs to review the draft Peppol Directory guidance note for alignment with the IRs on timeframes for regular reviews	New	Service Providers	

Closed action items

Reference	Action Item	Status	Responsible	Comment
2021/09-14-01	Provide an update on the progress of the A-NZ Peppol Stakeholders Working Group	Closed	DSPANZ	
2021/07-20-01	Reach out to Peppol and other Peppol Authorities to see if there are any established models for reducing time lag and issues when End Users request to switching service provider	Closed	A-NZ Peppol Authorities	
2021/07-20-02	Service providers to contribute suggestions to inform possible development of a guidance note to facilitate End Users switching service provide	Closed	Service Providers	
2021/06/08-01	Explore if there are further options to improve KYC controls and guidance.	Closed	A-NZ Peppol Authorities co-ordination	