



# A-NZ Service Provider Forum

## Meeting minutes

Australia and New Zealand Service Provider Forum meeting minutes

15 November  
2022

Date	Time AEST	Time AEDT	Time NZDT	Time GMT
15 November 2022	10am to 12pm	11am to 1pm	1pm to 3pm	1am to 3am

### Peppol Authorities

Chairs				
	Australia	Mark Stockwell	Director	AU PA
	New Zealand	Mark Wierzbicki	General Manager	NZ PA
Secretariats	Australia	Nerida Quinnell	AU PA	<a href="mailto:el invoicing@ato.gov.au">el invoicing@ato.gov.au</a>
	New Zealand	Craig Smith	NZ PA	<a href="mailto:support@nzpeppol.govt.nz">support@nzpeppol.govt.nz</a>

### Members

Accredited AP/SMP members				
	Services Australia	Pacific Commerce	Link4	Esker
	IBM	Pagero	Ozedi	Xaana
	Payreq	MessageXchange	B2B Router	Luca+
	Storecove	Open Text	Cloud Trade	B2BE
	SAP	Capability Wise	Edicom	Xero
	Havi Technology	Celtrino	Tickstar	Basware
	Fujifilm	Valtatech	Ezzydoc	Transsoft
	ABB Power Grid	eCloud Business Services	Spend Console	HQEngine
	TIE Kinetix	Unifiedpost	Inposia Solutions GmbH	Saphety Level
	Canon Business Services Australia	CNW		

**A-NZ Peppol members** Layer Security

**Observers** Any service provider who has submitted an EO I may attend the SPF

## Agenda Item 1: Welcome

- The Chair (Mark Wierzbicki) welcomed attendees.
  - Previous meeting minutes accepted.
  - One action item open from last meeting was closed (refer to action items summary on page 8).
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## Agenda Item 2: Peppol Authority Updates

### Accreditation progress

- Saphety Level and Cannon Business Services recently accredited by Australian and New Zealand Peppol Authorities as well as CNW in Australian only.
  - Australia has 38 accredited service providers and New Zealand has 34.
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### A-NZ Framework Updates

- November Release 2022:
    - The A-NZ November release will be published shortly.
    - We will be publishing the updated A-NZ Invoice and Self-Billing specifications and validation documents to GitHub.
      - Invoice/Self-Billing: The changes are very minimal but includes – minor edits to business rules and code lists, two new business rules, and a correction of one rule.
    - We will send an updated list of confirmed changes to confirm all the A-NZ November release changes and provide links to the updated specs and validation documents.
    - The mandatory date of when these changes must be applied and used by all SP's will be 6<sup>th</sup> February 2023 to align with the mandatory date of BIS Billing and eProcurement specifications (although the changes to BIS Billing and A-NZ eInvoice specifications are minor, the eProcurement changes require a three-month window, and the dates are aligned to simplify the process).
  - PINT:
    - Draft specification, reflecting the current A-NZ eInvoice extension with the minimal necessary changes, has been [published](#) for the PINT Reference Group.
      - This document does not indicate the final specification, which is subject to consultation.
      - A few Service Providers have commenced testing with the Peppol Test Bed, and tests between SPs are expected to be conducted.
    - The A-NZ Peppol Authorities are committed to implementing PINT, subject to several dependencies.
      - Successful completion of the proof of concept (PINT Ref Group).
      - Consultation by OpenPeppol regarding the 'base' PINT specification.
      - Approval by the OpenPeppol Management Committee.
      - Alignment of priorities and timeframes between the AU and NZ PAs.
  - Advanced Ordering:
    - Working Group has finalised the Advanced Ordering specifications - currently available on the test site: [BIS Advanced Ordering 3.0](#).
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- Publication will occur after Operating Office review of artefacts and PoAC CMB endorsement.
  - OpenPeppol will determine when they will be formally published, noting that new specifications don't need to align with biannual release timetable.
- Energy Retailers Working Group
  - As mentioned at the last meeting, we engaged with a number of Energy Retailers and discussed eInvoicing in light of the Australian Energy Regulator's Better Bills Guideline initiative.
  - The BBG initiative requires changes to their Billing processes, and we saw this as an opportunity to include Peppol eInvoicing in the change window.
  - The working group achieved its two main purposes:
    - Raise awareness / education for the Energy Retailer segment: What Peppol is / how it works.
    - Develop a shared understanding of their billing requirements, and confirm how Peppol implementation could occur as part of the BBG change process.
  - The Working Group did not create a new 'standard', or dictate a solution or provide additional guidance on data mapping; but agreed on a few common approaches:
    - PDF / spreadsheet (what they currently provide) should continue to be provided as eInvoice attachments
    - eInvoice (xml) should include enough information to support customer accounts payable processes in their software solution.

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### Reporting

- The AU and NZ September dashboards were provided to the forum prior to the meeting.
- Feedback on the AU Dashboard is welcome via [eInvoicing@ato.gov.au](mailto:eInvoicing@ato.gov.au).

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## Agenda Item 3: Service Provider Updates

### General Service Provider Feedback

- A Service Provider asked if others were seeing pdf invoices sent as an attachment even though users are not supposed to. This question was referred to the next items - ASWG update.
- All Service Providers should have received an email from OpenPeppol about Test Bed 2.0.
  - Open Peppol is starting beta testing. If you are interested, please register with Open Peppol.

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### Peppol A-NZ All Stakeholders Working Group

- We are coming up on the first anniversary of the ASWG.
- The next meeting will be held on 24 November.
- Data Mapping focus group
  - Completed the work to date.
  - Published a guidance document on the DSPANZ Website.
    - The guidance covers key data elements

- Addresses the inclusion of the invoice as an attachment. At this time, it is common for End Users to include while new businesses on the network manage changing across. Over time we will see this dissipate.
- Attachments focus group
  - Published a draft guidance document on the DSPANZ Website.
    - Focus has been to deliver a business standard for today and into the future.
    - Also considering security management of attachments, working with Open Peppol to create a standard.
- AP migration focus group
  - Final draft is up on the DSPANZ website for comment and review.
  - This focus group aim was to create a set of standards for when an End User wants to switch Service Providers or if a Service Provider was to leave the market.
- Asked the group to provide any topics that may be effecting or concerning Service Providers so they can possibly create more focus groups to help resolve them.
- Service Providers can read any focus group minutes or action items, they are available on the [DSPANZ website](#).
- If anyone is interested in joining the focus groups please email [DSPANZ](#), [ATO](#) or [MBIE](#).

## Agenda Item 4: OpenPeppol Activities

### Open Peppol Cross-Community Meetings

- It was great to see a large number of representatives from the A-NZ space attending.
- Craig Smith (MBIE) spoke about the workshops between Agreements Policy and Procedures Change Management Board (APPCMB) and the Managing Committee.
  - Open Peppol’s plan for 2023, their future purpose and structure.
  - If you have any views, please contact Craig Smith or Simon Foster.

### Peppol Community Updates

- APPCMB – Update from Craig Smith
  - No update as the focus was on the Cross-Community meetings
  - Next meeting will be held in December.
- eDelivery Community – Update provided offline
  - Celebrating 10 years OpenPeppol continues to grow: 500 members and 750,000 receivers
  - Security changes to the eDelivery AS4 Profile. Updates are being made to:
    - Cryptography (switching from RSA-based towards EC-based algorithms)
    - TLS recommendations
    - SMP specs (Working Group established to draft the SMP 2.0 specification)
  - SML Service Use Statistics:
    - 243 connected SMPs in 2022 (growing from 90 in 2017)
    - 2.8 million registered participants (growing from 0.1 million in 2017)
- No updates from the PoAC and General Assembly.

## Agenda Item 5: Adoption Update

### New Zealand

- Over 7000 registrations.
- New adoption manager – Alan Carnaby. Attending a Minister briefing but will introduced next meeting.
- Introduction to new Senior Relationship Manager, Roshan Pandey – Roshan will focus on large business engagement.
- Large Business:
  - Held eInvoicing Adoption Leaders Group meeting with CFOs from large business.
  - Held eInvoicing Community of Practice for detailed planning & implementation discussions.
  - Both hosted by Fonterra. Westpac will be the next host.
- Central Government:
  - Held Procure to Pay Community of Practice with government eInvoicing leaders.
  - Holding an event for central government CFOs in December, and an event with the Minister for Small Business early next year.
  - Full steam ahead with MBIE supplier onboarding – letters have gone out to suppliers using Xero and those already on the Peppol directory.
- Local Government:
  - First local Council in NZ enabled (Buller District Council).
  - At least 3 more Councils in the pipeline.
- Software/eInvoicing Ready:
  - 28 software products on the eInvoicing ready product register.
  - Launched an eInvoicing ready badge available to providers listed on the website to use in their marketing.
  - Please continue to encourage any software providers you work with to apply to be part of the eInvoicing ready list.
- Communications and Marketing:
  - Advertising campaign continues – launched 27 September.
  - New Zealand Inland Revenue (IRD) have published changes to the rules around invoices and record keeping which we've summarised on our website.
  - Leveraging Digital Boost platform to reach small businesses – Podcast and Live Q&A.
  - Letters will be sent to Central Govt agencies from the Minister of Finance reminding them of the eInvoice volume expectations.
  - Contacting MBIE suppliers – encouraging them to send eInvoices.
  - Organising webinars for Feb (TBC Xero and MYOB demos) via Institute of Certified New Zealand Bookkeepers (ICNZB) and Digital Boost.

## Australia

- eInvoicing Week:
    - Completed the evaluation report.
    - We saw a marked increase in advertising/ media attention leading up to eInvoicing week, the challenge now is to maintain the interest/momentum.
    - Thank you to all of those who participated.
    - We are beginning to think about the next eInvoicing week, if you would like to be involved please let us know.
  - Small Business:
    - Started a Pilot targeted at SB users of software
      - Our 2021-22 research showed that existing users of software are more likely to be early adopters.
      - Started the Pilot with some demos with accounting software providers eInvoicing Ready.
      - Reviewing the outcomes of the Pilot, with aim to expand.
    - Holding meetings with RDAs (Regional Development Australia) RDA is a government initiative that brings together all levels of government to enhance the development of Australia's regions.
      - It has proven to be a great channel to promote eInvoicing to those regional communities.
      - RDAs are well connected with the local chambers of commerce and councils.
  - Fireside Chats
    - The ATO will host and record 2 conversations - Bunnings, Woolworths and BOC as early adopters of eInvoicing to showcase their experiences, challenges, benefits, and implications for their trading partners.
      - Large businesses
        - Will hear directly from their peer - inspire them to follow the early adopters.
        - Highlight benefits, lessons, provide advice about planning and steps to proceed.
      - Small business
        - Will hear from LB trade partners - experiences about ease of moving to eInvoicing for SB
        - Inspire them to try eInvoicing, knowing that they have support.
        - The SB segment will commence with an address from Bruce Billson, ASBFEO.
    - The videos will be hosted on [ATOtv](#)
  - The next Champions Adoption Network meeting will be held tomorrow, 16 November. The Assistant Treasurer will be attending.
  - Identifying Registered Trading Partners
    - This was raised at this forum earlier this year, early adopters were having difficulty using the Peppol Directory to identify registered trading partners.
    - The team has been working with interested Service Providers to come up with some solutions/ tools to help new users.
    - Availability of this function can be added to the eInvoicing Ready register.
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- We will promote the eInvoicing Ready register and this value-added service from our website and via our engagement activities.
- Thank you for your support in resolving this issue.
- 2023 Plan
  - As soon as the timing of the next eInvoicing Week is confirmed we will engage with the SPF members to commence preparations.
  - Earlier in the year we spoke about our Industry prioritisation (e.g., IT, construction, hospitality). We will begin our discovery into construction in early 2023.
    - If you have any experience in this industry, please reach out to us and help guide our approach.

## Government

- Federal Government
  - We had 45 agencies enabled at the beginning the year, we now have 189 agencies enabled.
  - The Federal Government mandate was achieved with the exception of one small agency.
  - Focus on supplier on-boarding from agencies next year.
- State Government
  - We had 47 agencies enabled at the beginning the year we now have 187 agencies enabled.
- Local Government:
  - We had 1 council enabled at the beginning the year we now have 6 councils enabled across 4 states.
  - The Local Government Community of Practice has now grown to over 40 councils attending.
- Digital Service Providers
  - We have onboarded 9 Service Providers this year with another few on their way. 28 software products on the eInvoicing ready product register
  - Thank you for your contribution in supporting government meet the mandate and business to drive adoption of eInvoicing and we look forward to working collaboratively in 2023.

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## Agenda Item 6: Other Business

- Other Business
    - 2022 Wrap up
      - Held 5 meetings this year
      - Thanks to the Service Providers for their ongoing support and input into the eInvoicing network in AU and NZ.
      - AU started the year with 29 Access points and now we have 38
      - NZ started the year with 26 Access points and now have 34
      - AU begun the year with approximately 10,000 registered users now have 24,000
      - NZ begun the year with approximately 3,740 registered users and now have over 7,000.
      - 6 members elected to OpenPeppol positions
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- A-NZ Peppol All Stakeholders Working Group
- NZ advertising and comms campaign
- eInvoicing Week 2022
- We streamlined the eInvoicing ready software product application process and implemented mutual recognition of eInvoicing ready software providers between Australia and New Zealand
- Looking ahead to 2023
  - Attending The Exchange Summit in Singapore in December
  - You all should have received invites to the first 3 meetings for 2023 if you haven't, please contact the eInvoicing mailbox.
  - Peppol Directory and End User Identification guidance notes become mandatory on 1 Jan. They are available on the GitHub
  - A bigger and better eInvoicing Week
- Christmas Period
  - The APA will be shutdown between 23 Dec – 2 Jan
    - An email will be sent out with alternative contact arrangements
  - NZPA will have skeleton staff working over the Christmas and New Year period.
    - They will provide contact arrangements for this period.
- Next meeting Tuesday 28 February 2023
- Meeting closed 12.20pm (AEST)

## Action Item Summary

### Open action items

Reference	Action Item	Responsible	Comment	Status
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### Closed (closed at this meeting)

Reference	Action Item	Responsible	Comment	Status
2022_06_28_01	Explore mechanisms to encourage uptake of Credit Notes	Peppol Authorities	PAs are continuing to influence and encourage SPs to take up Credit Notes	Closed