



Agenda

Title:	Single Touch Payroll Design Working Group		
Issue date:	21 November 2017		
Venue:	Web-ex – please refer to calendar invite for details		
Event date:	24 November 2017	Start: 10:00am AEDST	Finish: 12:15pm AEDST
Chair:	Des Parker	Secretariat:	Michelle Siebert
Contact	Michelle Siebert	Contact phone:	02 6216 2006

Item	Time	Topic	Purpose	Presented by
1	10:00 – 10:10	Introduction	Welcome members, the purpose of the meeting and expected outcomes.	Des Parker
2	10.10 – 10.20	STP Advisory Group Update	Provide members with an update from the recent Advisory Group.	John Shepherd
3	10.20 – 11.20	Business Implementation Guide	To walk members through the changes to the Business Implementation guide and provide feedback.	Des Parker
4	11.20- 11.40	Client Engagement Focus Group	To provide an update on the progress of the Client Engagement Focus group.	Marilena Bressan
5	11.40- 11.55	PAYGW & Activity Statement Focus group update	To provide an update on the progress of the PAYGW & Activity Statement Focus group.	Tiffany Waters
6	11.55 – 12.05	Employee Commencement	To provide an update on Employee Commencement.	Ian Colhoun
7	12.05 –	Other business	Opportunity for members to raise other business.	Des Parker

Item	Time	Topic	Purpose	Presented by
------	------	-------	---------	--------------

12.15
