



Agenda

Title:	Single Touch Payroll: Design Working Group		
Issue date:	2 June 2017		
Venue:	WebEx – see calendar invite for details		
Event date:	8 June 2017	Start: 13.00 pm	Finish: 17:00 pm

Chair:	Michael Karavas	Facilitator:	Maree Ascher
Contact	Maree Ascher	Contact phone:	0415 677827
Outcome: Is to walk members through: <ol style="list-style-type: none">1. final draft version 1.6 of business requirements (incorporating feedback through Let's Talk and from discussions and working groups)2. Update service – data requirements3. Next steps			

	Time	Topic	Purpose	Presented by
1	13:00 – 13:05	Opening and welcome		Maree Ascher
2	13:05 – 14:00 (paper)	Walk through business requirements V1.6	Agree on set of rules to publish	Michael Karavas Matthew Addison
3	14:00 – 15:00	TWG – if you are a member you can log in, if you aren't you can come back on line at 3pm		Brian Hughes / Mick Ferris
4	15:00 – 16:00 (paper to be issued)	Return messaging		Michael Karavas
5	16:00 – 16:30 (paper)	Update service – data definitions	Agree on final data requirement for update service	Michael Karavas

Time		Topic	Purpose	Presented by
6	16:45 – 17:00	Update on status of Top 8 Next steps	Awareness	Maree Ascher
CLOSE - <i>No breaks are scheduled, we will take them if needed</i>				