



# STP Design Working Group Summary

[CLASSIFICATION] External

<b>Title:</b>	STP Design Working Group (DWG)		
<b>Issue date:</b>	13 June 2017		
<b>Venue:</b>	WebEx		
<b>Event date:</b>	8 June 2017	<b>Start:</b> 13.00pm	<b>Finish:</b> 14.00pm
<b>Contact</b>	Maree Ascher	<b>Contact phone:</b>	02 9354 3559
<b>Next meeting</b>	TBA		

## Introduction

Maree Ascher welcomed members.

Maree advised work on the business requirements document version v1.5 had progressed through micro and focus groups last week and were published last Friday for STP Design Working Group (STP DWG) member consumption.

A small micro group will meet next week to finalise the business requirements v1.5 following discussions from the focus group where it was highlighted there were some specific gaps, return messaging, authorisations and other wording issues.

The outcome of today's meeting is to allow STP DWG members to raise any further gaps or critical items within the business requirements v1.5.

It is intended the business requirements will be finalised and published early next week and scenarios soon after. Following this, a weekly phone hook-up will be scheduled to support STP DWG members to clarify any issues in the business requirements and scenarios and answer any questions.

- Three gaps identified in business requirements - return messaging, authorisations/deferrals and other wording issues.
- Feedback is Digital Service Providers have found this document quite useful.
- Michael Karavas reinforced the proposal of scheduling a weekly one hour standing meeting where the ATO will be available to clarify issues around content in the business requirements and scenarios. It is expected this meeting will be the main source for discussion and clarification of these documents so answers aren't repeated multiple times.
- Matt Voce requested these meetings to be scheduled in the afternoon so that international developers can attend.
- Sally Higgs asked if FAQs could be captured from each of the sessions and distributed amongst members as it may not be possible to attend each meeting
- Michael Karavas advised the meetings will be structured whereby a template of like questions will be provided that sit alongside the business requirements and an agenda published so that developers are aware of what will be discussed at each meeting.
- Matt Voce proposed the meetings to be recorded.

**Action item:**

0806-01

**Due date:**

09/06/2017

**Responsibility:**Michael Karavas  
Maree Ascher

Michael Karavas and Maree Ascher to review nominations for future micro and focus groups, schedule meetings and send calendar invites.

Micro group was held on 15<sup>th</sup> & 16<sup>th</sup> to address Compliance, error messaging; authorisations/deferrals and employee commencement.

Focus groups yet to be scheduled

**Action item:**

0806-02

**Due date:**

14/06/2017

**Responsibility:**

Maree Ascher

Maree Ascher to review options for scheduling the weekly standing one hour phone hook-up.

## Return Messaging

- Michael Karavas apologised for not distributing a paper prior to the meeting
- A section within the business requirements needs to cover return messaging
- At the SwD Technical Working Group (SwD TWG) meeting on 25 May 2017, there was discussion around return messaging and error reporting
  - Question raised on validation error - is ATO going to reject whole file or just records that have failed? It was advised this issue would be taken back to STP DWG for discussion
  - Previously, ATO would reject the whole file back to business when there was an error. From a technical point of view, should we be accepting the whole file and only rejecting error records with a notification of where the errors are, allowing employers to correct and sent back in the next pay event?
  - Do we process 90% of the forms and only return those with a validation error? ATO will be required to develop a business process on how to report this.
  - Compliance consideration is required around whether we are expecting employers to send the whole file or correct errors and send in next pay event file.
  - A decision is required quickly however we need to understand the impact on business processes first.

Action item:	Due date:	Responsibility:
0806-03	14-20/06/2017	Hasan Huseyin
Michael Karavas to send out a one pager of the concept to STP DWG members for comment.		
A micro group to develop a position paper, focus group to refine the position paper and presented to all DWG members for final sign off.		

## Update Service – data definitions v0.2

- Reflecting on earlier discussions on the pay event data definitions and update data definitions, it was agreed both services use the same data structure but identify within the data definitions that not all the same fields are required in the same reports
- A summary of the proposed approach for the update service was discussed. Further discussions are occurring to understand the impacts of when to reject a full message and how the update service will fit into that approach
- Issues with payroll event data definition – wage and taxation items for employee, some of the fields do not include year to date, need to make sure it is included so that developers don't go and update additional fields that aren't required
- Matthew Addison advised this document overlaps with the pay event data definitions. Matthew proposed combining the two documents and including an additional column to nominate whether it applies to the payroll event or update event
- Martin Etherington raised an issue, page 6, label in second column (MST Heading) currently showing Payroll Run, should that read "Payee".

- Gerardine Burke confirmed that from a technical perspective, EST have advised ATO systems cannot have a Payee at the MST Heading level as it is the overall tuple name for the message.

<b>Action item:</b> 0806-04	<b>Due date:</b> 22/06/2017	<b>Responsibility:</b> Gerardine Burke
Gerardine Burke to confirm with STP ICP design team if the end date, of the update event, can be any date within that financial year or whether it must be set at 30 June.		

## Update on top 8

- Maree Ascher advised at the deep dive sessions on 10/11 May, a list was developed of the priority top 8 items that needed to be progressed
- Progress updates provided:
  - Compliance approach to using STP data – micro group scheduled to look at all issues
  - Return error messaging – discussed in agenda item 4
  - BMS ID requirements – attempt to include a section for rules for different ABNs, one diagram has been built into the business requirements however there is a requirement for more
  - Encryption – sitting with the SwD TWG to determine what level of encryption is required for all services
    - Decision will follow same process with the micro, focus groups and STP DWG for final sign off
  - Authorisation – making sure an agent is authorised and correctly recorded in our system to lodge on behalf of clients
    - Declaration on every payroll or enduring authorisation and how it gets built into employer practices
    - Micro group to develop a position paper with the guidance of the Tax Practitioner Board, focus group to refine, STP DWG members to provide final sign off
  - Schedule of STP services (plan on a page) – discussed and shared a draft with the SwD TWG on 25 May 2017
  - Synchronicity – in progress, SwD TWG and STP DWG working together to progress a forward plan of work
  - Guidance on gaps in submission e.g. natural disasters – addressed in compliance approach and micro group scheduled for next week

<b>Action item:</b> 0806-05	<b>Due date:</b> 15/06/2017	<b>Responsibility:</b> Hasan Huseyin
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Maree Ascher to ask SwD TWG if Schedule of STP Services document can be published.

## Next Steps

- Maree Ascher to set up micro groups for early next week for return messaging and compliance micro group
- Refine business requirements for publishing and scenarios soon to follow
- Implement a feedback process to help account managers understand outcomes from a design perspective, that will help them support the DSP's.
- Michael Karavas advised the next STP DWG meeting has been scheduled for late July however, given the amount of activity that is currently occurring it may be appropriate to consider the frequency and format of future meetings. For example, a weekly or fortnightly meeting of a shorter duration will provide DWG members with a more timely update on the progress and outcomes of the micro and focus groups.
  - Matthew Addison advised this would be reasonable however STP DWG members need to be provided with papers a week prior to scheduling the next meeting allowing members time to review prior to discussion.

Meeting closed.