







Agenda

Title:	Single Touch Payroll Readiness Working Group #10		
Issue date:	28 July 2017		
Venue:	WebEx		
Event date:	3 August 2017	Start: 1pm	Finish: 4pm

Chair:	Paula Crowe	
Contact	Tanya Collard	Contact phone: 02 9354 6626

Attendees:	<p>Amanda Gascoigne, Gascoigne Consulting David Wilson, MYOB Hans Van Daatselaar, Affiliation of Superannuation Practitioners Jamie Hancock, Australian Payroll Association Jason Low, The Association for Payroll Specialists Josef Bobinac, Australian Business Software Industry Association (ABSIA) Martin Etherington, Xero Peter Strong, Council of Small Business Australia (COSBOA) Ray Waughman, Single Touch Matthew Addison, Institute of Certified Bookkeepers</p> <p>Paula Crowe, Governance, Administration and Change Management Director, Single Touch Payroll - ATO Nicole Williams, Readiness Management, Single Touch Payroll, Accenture Lainie Alexander, Stakeholder Engagement Director, Single Touch Payroll - ATO Francis Cheng, Change Management, Single Touch Payroll - ATO Tanya Collard, Change Management, Single Touch Payroll - ATO Joe Maxymenko, Software Industry Partnership Office – ATO Rachael Gordon, People Change Management, Single Touch Payroll - ATO Anna Ryan, Communications, Single Touch Payroll - ATO</p>
Apologies:	<p>John Shepherd, Assistant Commissioner, Single Touch Payroll Program Lead – ATO Angela Lehmann, ADP Payroll Solutions Deanne Windsor, Australian Business Software Industry Association</p>

(ABSIA)

Item	Time	Topic	Purpose	Presented by
1	01:00 to 01:10	Welcome <ul style="list-style-type: none">Update on limited release	Information	Paula Crowe
2 	01:10 to 01:50	Key Success Indicators <ul style="list-style-type: none">Update from RWG micro focus groupAgree on final STP Key Success Indicators and associated metrics	Discussion	Amanda Gascoigne
3	01:50 to 02:00	Readiness Criteria <ul style="list-style-type: none">Progress update from RWG micro focus group	Discussion	Paula Crowe
4 	02:00 to 02:10	Exemption/ deferral update	Discussion	Francis Cheng
	02:10 to 02:20	Break		
5 	02:20 to 03:30	STP Program Focus Areas <ul style="list-style-type: none">Outcome: to develop a readiness work plan for each focus area	Discussion	Paula Crowe
6 	03:30 to 03:45	Stakeholder Engagement Update <ul style="list-style-type: none">Update of communications micro focus groupMonth View Calendar	Discussion	Lainie Alexander
9	03:45 to 04:00	Other business <ul style="list-style-type: none">Accept prior minutesAction items updateIndustry updateSTP Advisory Group updateNext meeting	Discussion	All
CLOSE				



Indicates that a paper will be provided for this item

NOTE: The next Readiness Working Group meeting will be held on Monday 4 September 2017.

