



# Single Touch Payroll Readiness Working Group

Wednesday 11 July 2018

The Single Touch Payroll (STP) Readiness Working Group met on Wednesday 11 July 2018 via the ATO WebEx facilities. The attendees, topics and outcomes of the meeting are below.

## Attendees:

- Daren Glanville, Internal Business Readiness, Single Touch Payroll – ATO
- Lainie Alexander, Industry Transition, Single Touch Payroll – ATO
- Matthew Addison, Institute of Certified Bookkeepers
- Jason Low, The Association for Payroll Specialists
- Christine Morris-Jones, Fast Track
- Amanda Gascoigne, Gascoigne Consulting
- Delrene Burton, Woolworths
- Ellen Tjahjana, MYOB
- Chris Denney, SuperChoice
- Martin Etherington, Xero
- Daren Glanville, Internal Business Readiness, Single Touch Payroll – ATO
- Lainie Alexander, Stakeholder Engagement, Single Touch Payroll – ATO
- Marilena Bressan, Client Engagement, Single Touch Payroll – ATO
- Colleen Colquhoun, Client Engagement, Single Touch Payroll – ATO
- Carlie Gibson, Communications, Single Touch Payroll – ATO
- Kylie Johnston, Digital Partnership Office (DPO) – ATO
- Ian Colhoun, Employee Commencement & Super Design, Single Touch Payroll – ATO

## Topics discussed:

- STP Project Status update and key issues
- Word on the street from industry stakeholders
- DSP progress through Operational Framework requirements
- Client Engagement update and outcomes from the Client Engagement Focus Group
- Industry Transition
- Employee Commencement

## Key Outcomes:

- The overall status for STP was discussed in detail noting:
  - The current focus for the project team is to monitor on-boarding of substantial employers and ensure a smooth transition for Digital Service Providers (DSPs) who are testing and releasing their STP certified products to the market.
  - Substantial employers continue to transition to STP as products become available, many employers with 19 or less employees are choosing to commence STP reporting early.
- Industry members provided their take on the 'hot topics' around STP including, feedback from events and common questions being asked about STP, current status and issues concerning their STP transition progress, development of communications and marketing material and noted areas that may benefit from additional support and information regarding STP.
- Updates were provided around the STP Program focus areas noting:
  - The Operational Framework progression is continuing, with good traction in the responses from developers to complete required processes. The Digital Partnership Office (DPO) call centre is ensuring to contact those developers that need additional support.
  - Client Engagement activities are increasing as the amount of STP data coming through increases. The Client Engagement Focus Group was held on 20 June 2018 and included discussions on the individual experience, online screens and outbound correspondence.
  - STP communications and web content is continually being updated to support employers and employees. Updated products are now available, ready for changes at tax time as a result of STP reporting. Revised web content has been published on ato.gov.au including updated information around deferrals and exemption categories.
- Members agreed that it is timely to issue a new Industry update to intermediaries and DSPs to address current issues and refresh these stakeholders on STP services that are available and the future services timeline.
- An update was provided on employee commencement services, noting:
  - The ATO is working on providing employee commencement services, delivering across three phases. The first phase, allowing employers software to link to ATO online for the completion of taxation and superannuation forms by the employee, and for the employer to collect the resulting digital output, was released into production on 25 June 2018.
  - Employers can offer online commencement forms if their STP-enabled software provides this function, however, this feature of STP is not mandatory.
  - Over the next 12 months, the ATO will be looking to release future phases and features for employee commencement services.