

A-NZ Peppol All Stakeholders Working Group Forum

Meeting Summary 17 November 2021

Agenda Item	Summary	Presenter
1	<p>Welcome A-NZ Peppol community Chair Simon Foster welcomed everyone to the forum and performed an acknowledgement of Traditional Owners.</p> <p>Simon, Mark Stockwell and Mark Wierzbicki welcomed participants from DSP, end user and government segments.</p> <p>Simon also noted that attendees' email addresses will be visible to this group and reminded attendees to not use the group for commercial advantage (which is covered in the ToR).</p>	Simon Foster (Chair) Mark Stockwell (Co-Chair) Mark Wierzbicki (Co-Chair)
2	<p>Purpose of the forum Simon covered the objective and purpose of this group:</p> <ul style="list-style-type: none"> • To facilitate collaboration across all 'corners' • Through focus working groups members can raise, discuss and solve (propose solutions) complex issues • Intelligence sharing across different segments • It is not a decision-making body, the forum is advisory and consultative in nature <p>There was no feedback from attendees on the Terms of Reference (ToR) and it was accepted by the group.</p> <p>Mark Stockwell and Mark Wierzbicki both thanked DSPANZ for taking the lead in setting up the forum and noted how this forum will complement existing forums while enabling collaboration between a wide variety of</p>	Simon Foster, Mark Stockwell, Mark Wierzbicki

	<p>stakeholders.</p> <p>Attendees were encouraged to contact DSPANZ, ATO or MBIE if they were looking to have private conversations.</p>	
3	<p>Focus groups</p> <p>Understandably, due to the interest in the forum, issues will be explored through smaller focus groups that report back to the forum which will meet three times per year.</p> <p>Participation in focus groups will be managed through EOI. Interested participants can email DSPANZ or AU or NZ PAs and state your role and why you are interested.</p> <p>Aside from general consultation topics, focus working groups will be kept small with a maximum 15 members but this will be dependent on the complexity of the topic. It's expected that each focus group will need to cover all interested and/or impacted sectors in the membership.</p> <p>Outcomes from the forum and focus groups will be shared on the DSPANZ website with information also shared on the A-NZ Peppol GitHub.</p>	Simon Foster
4	<p>Topics / problem statements</p> <p>Chi-Ho Yeung, Simon and Hilary Appleton covered each of the potential topics and why they have been identified. These topics were prioritised by the group.</p> <p>The group split into five breakout rooms to discuss the topics in more detail and rate them on three factors:</p> <ul style="list-style-type: none"> ● Impact / relevance ● Level of difficulty ● Timeline / level of urgency <p>Following the breakout sessions, each room lead gave a summary of their discussions. There seemed to be commonality amongst many of the groups with invoice response, consistent data mapping and invoice routing</p>	All

	<p>identified as high priority issues.</p> <ol style="list-style-type: none"> 1. Consistent data mapping 2. Switching Access Points / exit arrangements 3. Invoice routing 4. Invoice response <p>Descriptions of topics, the priority ratings and a summary of the breakout room discussions can be found here.</p>	
5	<p>Other business</p> <p>DSPANZ and PAs will discuss the outcomes of each of the breakout rooms to identify which working groups can be set up in the short term.</p> <p>Meeting notes and discussion summaries will be published.</p>	All