



Payments Working Group

Terms of Reference

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Version: 1.0

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1 Context

In 2023, DSPANZ entered into a partnership with Australian Payments Plus (AP+) to facilitate awareness, education and technical discussions on the modernisation of Australia's payments landscape.

The Payments Working Group was established to provide a platform for DSPANZ members, AP+ and guests to work through changes in the payments space.

2 Purpose

The Payments Working Group aims to facilitate awareness, education and discussion between DSPANZ members and AP+ on:

- The changing Australian payments landscape and what it means for your business
- What issues you need to consider when thinking about your future payment needs.

The working group also aims to provide DSPANZ members with opportunities to:

- Hear from banks and other stakeholders about how they are planning for the future
- Engage with DSPANZ industry peers
- Ask questions and provide feedback to AP+.

3 Membership

The working group is open to all DSPANZ members interested in the Australian payments space. AP+ will have permanent members participating in the working group.

DSPANZ and AP+ may invite guest speakers or observers to attend meetings.

4 Scope

The working group will primarily cover developments and changes within Australia's payments landscape such as:

- Emerging payment methods
- Decommissioning of BECS

5 Operations

5.1 Roles

DSPANZ and AP+ facilitate the operation of the working group.

DSPANZ Lead: Chris Denney.

AP+ Lead: Marnie Ryan.

Secretariat: Eden Treloar.

5.2 Frequency of meetings

The working group will meet monthly. During certain periods, such as the end of financial year and the end of the calendar year, working groups will not be held.

5.3 Format of meetings

The working group will meet virtually via Microsoft Teams. Meetings will be recorded to produce meeting outcomes and any materials. The meeting recordings will be deleted immediately afterwards.

The working group may organise opportunities to meet face to face.

5.4 Documentation and record keeping

No formal meeting minutes will be recorded. DSPANZ will instead produce meeting outcomes which will capture key discussion points, decisions and action items.

The group's operating documents (materials, outcomes etc.) will be maintained on the DSPANZ website. Other more general materials or information may be made available on the DSPANZ or AP+ websites.

6 Expectations of Members

General expectations of members:

- Have subject matter knowledge, skills and experience related to the purpose and scope of the group.
- Be representative, including faithfully and openly representing non-members.

- Engage in constructive, open and frank discussion in bringing a members' perspective to group discussions (excluding commercial sensitivities).
- Have a capacity and willingness to be a conduit for peers in their industry and/or market segment to provide input or receive feedback.
- Members and their organisations commit to attending the meetings of the group. Members are to nominate a proxy who will attend should they not be able to make a meeting.
- Members of the group are considered equals and will be treated accordingly by others.
- Members of the group will act respectfully, interact and communicate with courtesy and diplomacy and use appropriate language during meetings.
- Members will not directly reference by name, brand, or other identifying attributes any implementations, solutions or service offerings provided by other members or non-members unless they have explicit permission from the other member or non-member.
- Members of the group will not use their membership for any commercial advantage, including marketing.
- Members of the group will not take unfair advantage of access to privileged information.
- Members will act in the best interests of the Australian DSP community.