dspanz. digital service providers australia new zealand
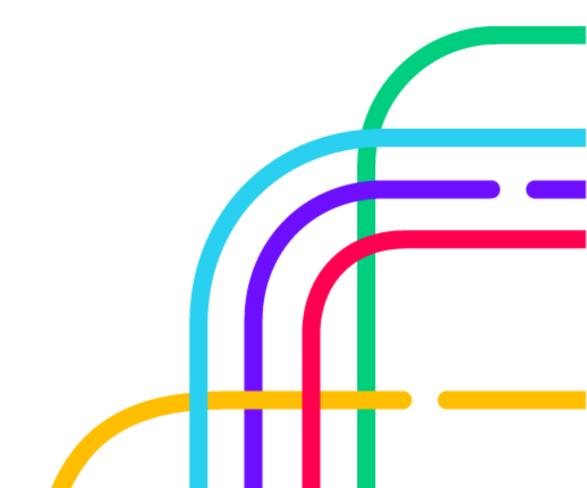
EmployTech Industry Committee

Charter Document

Version 1.0

Purpose

The EmployTech Industry Committee focuses on the different pieces of technology that an employer uses to manage and pay their employees. At a high level this includes:

- Payroll (including Single Touch Payroll)
- Fair Work compliance
- Rostering, time and attendance (RTA)
- Human Resources (HR)

The purpose of this Committee is to work collaboratively with both the Government and our members to help shape the future of these services and the overall EmployTech landscape.

Background

Historically, DSPANZ and our members have played a central role in the development of the Single Touch Payroll program of work and we continue to be heavily involved in the payroll space.

More recently, DSPANZ has engaged with the Fair Work Commission on their Modern Awards Pay (MAP) Database and the Attorney-General's Department on creating the industry co-chaired RegTech Award Compliance Strategic Working Group (RACSWG).

DSPANZ also Co-Chairs the New Zealand Digital Advisory Group (NZ DAG) which has a payroll working group with DSPANZ member representation.

Objectives

The main objectives (subject to the capacity of Committee members) of this group include:
- Drive relationships with key government stakeholders in the EmployTech space and provide a channel for them to work with DSPs on relevant projects
- Partner with the Attorney-General's Department on the outcomes of their Regulatory Technology Roadmap
- Assist DSPANZ members with understanding and planning for current and future changes to payroll and award compliance
- Support DSPANZ members and government on the ongoing Single Touch Payroll program

- Providing an open and safe platform (where anonymity is respected) for DSPANZ members to discuss, provide feedback and raise concerns

Participants

This Committee is a committee of the Board (i.e. it is not a Member's Committee as defined in the Constitution). Committee members can be either DSPANZ Directors or DSPANZ members. Membership of the Committee is reviewed annually and members can express their interest in joining the Committee.

Membership will be sought from members that are interested and involved in payroll, award compliance etc. within their organisations to support the work of the Committee. Committee members are asked to represent the industry, not solely their business while taking part in and representing this Committee. The Committee may appoint additional members as required.

At the first meeting of each year, the Committee will appoint one or two of the members as Chair(s) of the Committee. One of these members must be a DSPANZ Director.

Current members of this group include:

Name	Position	Company
Bruce Mackenzie	Co-Chair	HumanWorkforce
Simone Dixon	Co-Chair	ELMO Software
Andrew Stirling	DSPANZ Director	Tanda
Belinda Stewart	DSPANZ Director	Paypac
Brett Reed	Member	e-PayDay
Jamie Thomas	Member	Pronto Software
Paul Orford	Member	ReadyTech
Rachael Smith	Member	Xero

DSPANZ staff will assist in providing secretariat support to this Committee.

Stakeholders

Internal to DSPANZ:
- DSPANZ Board
- DSPANZ Members

External to DSPANZ:
- Digital Software Providers (DSP)
- Australian Tax Office (DPO)
- Fair Work Commission
- Attorney-General's Department
- Fair Work Ombudsman
- State regulatory bodies

Meetings

This Committee will hold meetings regularly. Meetings will generally be held via Zoom or other video conferencing platforms. A quorum will be greater than 50% of the Committee's members.

Only decisions of the Committee will be recorded in minutes. Discussion and deliberation of the Committee will not be included to encourage open conversation.

The Committee Chair/s or secretary will report to the Board following each meeting. Meeting summaries, where appropriate, will also be published on the DSPANZ website.

Communication

Internal Committee communication:
This Committee has a dedicated Slack channel for Committee members to communicate outside of meetings. Otherwise, email will be used to communicate and share agendas and minutes.

External Committee communication:
This Committee has a corresponding category on the Forum where information about this Committee and other EmployTech related matters are shared.

DSPANZ Members are also invited to sign up to this Committee's communication group where they can receive invites to events and activities, relevant industry updates and opportunities to be involved in EmployTech related submissions and policy work.