

Minutes of the Q3 meeting of the UK National e-Invoicing Forum held on:

Monday 7<sup>th</sup> September 2015 at the Department of Business Innovation & Skills (BIS)

**Participants and affiliation:**

<b>Adrian Gibson</b>	Proactis
<b>Alan Edwards</b>	NHS SBS
<b>Alistair Nicholas</b>	Esker
<b>Amabel Grant</b>	Chair, Basware
<b>Andy Bishop</b>	DoH
<b>Andrew Coulson</b>	SC, Surrey & E Sussex Councils
<b>Andrew Henderson</b>	Wychwood Consulting
<b>Charles Bryant</b>	Tungsten, EESPA
<b>Carmen Ciciriello</b>	Open PEPPOL, Celeris
<b>Chris Godwin</b>	independent
<b>David Eyes</b>	Data Interchange
<b>Gary Benson</b>	Tungsten
<b>Ian Burdon</b>	Elcom
<b>John Bullard</b>	Identrust
<b>Jonh Nassoori</b>	DODS
<b>Jonathon McWilliams</b>	CCS
<b>Karen Halliday</b>	Opus Trust
<b>Kerry Jones</b>	Sponsor, Vice-chair, SC, BIS
<b>Lincoln Jopp</b>	Tungsten
<b>Lynn Peterson</b>	Scottish Government
<b>Mannpreet Pattar</b>	DODS
<b>Neil Hanks</b>	Causeway
<b>Nick Davies</b>	DWP
<b>Nigel King</b>	Payments Council
<b>Nigel Taylor</b>	Information Economy
<b>Rchard Manson</b>	Cloudtrade
<b>Sam Mazloum</b>	Mastercard
<b>Sarah Jones</b>	Welsh Government
<b>Shan Welch</b>	GS1
<b>Stephen Carter</b>	Basware
<b>Steve Graham</b>	DoH
<b>Steve Shirley</b>	Mastercard
<b>Stephen Tokley</b>	CCS
<b>Tom Dunbar</b>	Payments Council
<b>Tony Nisbett</b>	Secretary, SC,

Note that minutes of the meeting, attendance list and relevant presentations are available as pdf downloads on the website. <http://www.uknef.org.uk/downloads-resources.aspx>

## **Welcome and Introductions**

The incoming chair, Amabel Grant, gave a brief introduction on the mission of UKNeF. Members were also advised to view the Terms of Reference and the 2014 Report, both available on our website.

Kerry Jones suggested that the steering committee might review these documents post-election.

Tungsten asked if the forum focus was on entirely on the Public Sector?. The answer was not 100% but largely driven by the mission to improve public spending and on addressing EU mandates in Public Procurement.

## **Update on Public Sector Procurement Summit 10<sup>th</sup> November 2015**

John Nassoory and Manni Pattar gave an update on the upcoming Public Procurement Summit to be held on 10th November. (see website download)

CCS asked if there was any known difference in attitude to e-Invoice take-up by Central or Local Govt members? It seems that Central govt are more aware of mandates and policy- maybe we need more communication to local government?

## **Crown Commercial Services – update introduction to new representatives**

New representatives: Jonathon McWilliams and Stephen Tokley.

They have been involved in Public Policy for some time, working on small business papers etc.

There is a department ambition to have 80% of UK central government invoices delivered in a structured manner, approved and paid within 5 days during 2016 or soon after.

Matthew Hancock, the new minister responsible, is keen and pushing for progress.

Charles Bryant asked if they had any comments on the consultation paper previously issued by Martin Leverington? It hadn't reached their desks. Charles could provide a copy if they needed it.

There was a question on whether emailed pdfs were being accepted by government departments at the moment? Whilst there seems to have been a lack of awareness in the past, there now seems to be some traction although the CCS emphasis would be on structured invoices.

John Bullard asked how issues of Trust we being addressed? These will be included in consultation.

Nigel Taylor commented that prompt payment seems to be "helping the big boys" – this was noted.

Tungsten asked whether govt would pay "proper invoices" before unstructured pdfs!

Cloudtrade commented, and it was acknowledged by the meeting, that there are a large number of unstructured e-Invoices being issued by businesses every day.

Tungsten asked if there was any measurement of "straight through processing" for e-Invoices? None known.

CCS clarified that the 80% payment target is for UK Central Govt only and on approved invoices.

## **NHS Update on PEPPOL demonstrator - by Steve Graham**

See ppt on website

Demo had been set up to make sure it all worked. It was successful.

NHS would become a PEPPOL Authority. There was some discussion around whether this body would ultimately represent UK Government as a whole in the future but this will evolve over time. NHS is currently leading the govt initiative and the PEPPOL involvement may well be expanded over time but there could be multiple authorities.

Any PEPPOL access Point provider could apply to be part of the NHS framework but not all will be successful. This opportunity will be advertised soon.

Charles Bryant asked in this context, what was the difference between DoH and NHS? DOH sets the policy for NHS. Each NHS Trust will choose its own access point from the framework.

## **Update on EUMSF and CENPC434 - by Charles Bryant**

Charles reminded the meeting that the existence of the UK Forum was created to be the UK representative forum to the European Multistakeholder Forum on Electronic Invoicing (EUMSF). The UK forum is sponsored by the UK Government via the Department of Business Innovation and Skills.

Two representatives, Charles Bryant and Nigel Taylor, represent the UK Forum at the EUMSF either by attending meetings in Brussels or by phone. The EUMSF has set up workgroups and Charles Bryant participates in the workshop on rolling out e-Invoicing in the public sector, and Tony Nisbett participates in the workgroup on regulatory affairs.

Also, representing the UK via the BSi, Charles Bryant participates in the CEB PC434 group which is developing the new EU Core Invoice Standard, a semantic definition of the standard content required for e-Invoices. This work will be enhanced by work to provide syntactic mapping to a number of data standards – maybe 4 or 5.

The first draft of the semantic standard is almost complete and is currently being translated by the Commission. This will be circulated as soon as it is available to us. We expect a “semantic bible” to be available early in 2016 with some syntax binding defined.

The Commission is about to launch the “Connecting Europe Facility” (CEF) which covers Telecoms, e-Delivery, Trust, and includes e-Invoicing.

The UK Forum should pay attention to this initiative. There may be grants available to participate in development, testing and roll-out of applications relevant to this.

## **Public Sector Survey update – by Steve Carter.**

Steve presented his draft report on the survey which had been aimed at all public sector organisations including local government, police, health, housing etc. The UK Forum should get firmly behind the report, which is with the steering committee at the moment. Membership will receive a copy once it has been accepted by the steering committee. There will be a short response time for comments.

Once completed, there may be an event at which to launch the report. More news on that to follow.

### **Data Carriage Capacity of UKpayments - Nick Davis**

Richer Data concerns the aspiration to improve the quantity and quality of reference data appearing in electronic payments. There are potential links to e-invoicing.

Nick will reconvene a workshop soon and would like to have representation from this forum. Charles Bryant has been following this so far. The next meeting may be in October.

### **Any Other Business**

The next forum meeting will be on 7<sup>th</sup> December.

Suggested topics for inclusion were:

- CEN PC434 Output

- NHS PEPPOL

- General education/ communication raising awareness on e-Invoicing

- Public Sector Survey update

- A case study on 100% take-up in the public sector?

- Next Year's objectives

The minutes of the previous meeting on 18<sup>th</sup> May 2015 had been accepted.

There being no other business, the meeting was closed.