



Terms of Reference: Standards Advisory Panel (SAP)

Overview

The Bank of England and Pay.UK have established a Standards Advisory Panel ('the Panel') to provide industry advice on the adoption new payments standards in the UK. A key immediate focus is ISO 20022, but the Panel will also advise on other new payments standards for the UK – such as for financial APIs.

Background

In June 2018 the Bank, in collaboration with Pay.UK and the Payment Systems Regulator (PSR), published a consultation on the adoption of ISO 20022 in the UK. In particular, it proposed an ISO 20022 based 'Common UK Credit Message' (CCM), to be implemented across both CHAPS and the NPA (as the replacement for Bacs and Faster Payments). Outlined in the consultation was a proposed governance structure to support the effective end-to-end adoption of ISO 20022 for payments in the UK. The Standards Advisory Panel was proposed with the role to support the Bank and Pay.UK in the implementation of payment standards by providing expertise on industry preferences and implications. It is not a technical group, its consideration of the detailed design choices would be from a strategic perspective. The Panel will start supporting the Bank and Pay.UK from 2019 onwards.

Objectives

The Panel will:

- Bring stakeholders together in a non-competitive forum to facilitate dialogue to unlock challenges, and help promote the benefit of common payments standards in the UK.
- Ensure that decisions by the Bank and Pay.UK take account of industry and end-user views.
- Advise on key developments outside the payments industry or from countries outside the UK that may impact the successful adoption of payments standards in the UK.
- Advise on issues associated with interoperability or harmonisation of payments standards at a domestic level and with global standards.

It is expected that the role of the Panel may need to evolve and this will be reviewed at the end of 2019. During 2019, the Panel's focus will be to support work around delivering the necessary guidance and communications to ensure that industry can prepare effectively for ISO 20022. It is expected that a second phase will focus more on industry readiness, with a possible third and ongoing phase providing advice to the Bank and Pay.UK about the continuing evolution of standards. Work on other standards, such as financial APIs is likely to come into focus after 2019.

This Panel will not provide wider advice on the RTGS Renewal or NPA delivery Programmes, unless there is a clear dependency or benefit in doing so.

Outputs

- Advice to the Bank and Pay.UK on payment standards and their adoptions.
- Contribution to publications, such as industry guidance, or industry engagement to, help promote the adoption of payments standards in the UK. Particularly reaching out to non-PSPs to include end-user input.
- Other deliverables as deemed necessary.



Members

The Panel will consist of no more than 11 external members.

Ex officio

- Chair: *Ideally the chair would be external and independent of the Bank and Pay.UK, but this will be decided following applications to participate. Applications should make clear if they wish to be considered for this role.*
- Joint secretariat: Bank of England and Pay.UK

Members representing

- Bank of England
- Pay.UK
- PSPs (banks, building societies, non-bank PSPs etc.) - with a variety of business models and sizes
- Solution providers (excluding infrastructure providers)
- Businesses, corporates, subject matter experts and end-users
- Trade bodies representing any of the above three groups
- Her Majesty's Government (Government Banking Service)
- Payment Systems Regulator (PSR)

Conflicts of interest

On review of the forward agenda, Members are responsible for identifying and declaring any conflicts of interest to the joint secretariat before every meetings.

Changes to the Membership

Changes to Membership will be made by the Secretariat as necessary to support the Panel's objectives. Membership is conferred on a representative of industry on an individual basis, reflecting their skills, knowledge and experience either in payments, operations or standards. If an individual subsequently moves organisation their membership may be reconsidered to facilitate an appropriate mix of firms.

Given the importance attached to the input of named members the Bank and Pay.UK would not normally expect Members to send an alternate in the event they are unable to attend a meeting. In this situation Members would have the opportunity to provide written feedback on the papers being discussed ahead of the meeting.

It is expected that a review of the role of the Panel will take place at the end of 2019 and this could lead to changes in composition. This is to ensure the Panel has the appropriate representation for the different implementation phases.

Chair & Secretariat

The Bank and Pay.UK will appoint the chair(s). The Bank and Pay.UK will provide a joint Secretariat, take the minutes, agree the agenda and record any actions.

Decision making

The Panel is not a decision-making body, but its views may be taken into account in respect of decisions taken by the Bank and Pay.UK.

Frequency of meetings

This Panel will meet as necessary, but likely to be bi-monthly. The Panel may vary this timetable or hold extraordinary meetings on agreement with the Secretariat.



Papers and Minutes

The Secretariat will issue minutes no later than ten working days following the meeting. Minutes will record the full range of discussion within the Panel and will be agreed at the following meeting. Minutes will be made publically available.

Papers will be circulated at least four working days before each meeting.

Changes to terms of reference

These Terms of Reference will be agreed at the first meeting of the Panel. It is envisaged that they be updated throughout the project as necessary to support the Panel's objectives. Any updates from members should be proposed via the Secretariat.