

MANDATE OF THE TIPS CONSULTATIVE GROUP

1. Preamble

The TIPS Consultative Group (TIPS-CG) collects input from TIPS users so that the Market Infrastructure Board (MIB) can consider in steering TIPS. The MIB established the TIPS Consultative Group following the start of operations of TIPS. Only banks which are already active in TIPS or testing their connection to TIPS may participate.

The objective of the TIPS-CG is to provide the MIB with user input in the domains of functional enhancements in TIPS, testing, and operations.

2. Mandate

2.1 Tasks of the group

The TIPS Consultative Group shall have the following tasks:

- Assess which enhancements in TIPS may generate more value to existing and potential users;
- Discuss the planning, preparation and execution of the testing activities;
- Discuss TIPS operations in terms of quality of the service and related indicators; and
- Assist in clarifications and specifications of any other topics requested by TSWG and MIB.

The TIPS Consultative Group will inform the TSWG and will report to the MIB.

3. Composition

3.1 Members

Members of the TIPS-CG shall come from:

- i. Representatives of banks active in TIPS as Participants;

- ii. Representatives of banks with a planned date to join TIPS operations and already active in testing their connection to TIPS;
- iii. Central Banks whose community has at least a Participant in TIPS, on a voluntary basis; and
- iv. Representatives of the Service Providing Central Bank(s) of the TIPS service and of the TIPS/ESMIG licensed NSPs.

The members of the TIPS-CG shall:

- i. have sufficient time available to be actively involved in the work of the TIPS-CG;
- ii. have sufficient functional knowledge of TIPS for the discussions regarding possible change requests.

The members may be associated by the ECB in possible activities to promote TIPS and its users.

The number of participating institutions will be limited to allow for active discussions and contributions, but the composition of the Group will reflect to the extent possible the diversity of the stakeholders. The MIB will review on a yearly basis the membership considering updates to the TIPS participation/reachability lists as well as the value of the contributions from the individual members.

3.2 Chairperson

The MIB shall appoint the Chairperson of the TIPS-CG on the basis of his/her expertise.

As a rule the Chairperson shall be a staff member from the ECB DG Market Infrastructure and Payments (DG-MIP). The Chairperson shall be entitled to designate an alternate to replace him/her in exceptional circumstances.

The Chairperson shall have the following tasks and responsibilities:

- determine the frequency, format and agenda of the meetings and teleconferences;
- conduct the TIPS-CG meetings and teleconferences;
- report to the MIB
- represent the TIPS-CG externally including informing the AMI-Pay about its deliberations; and
- coordinate the exchange with other relevant groups whenever necessary.

3.3 Rapporteur

The rapporteur shall be a member of the ECB DG-MIP, designated by the TIPS-CG Chairperson.

The TIPS-CG Chairperson may designate an alternate to replace the rapporteur in exceptional circumstances.

The rapporteur shall have the following tasks and responsibilities:

- co-ordinate the organisation of the meetings and teleconferences;
- distribution of all relevant documentation among the TIPS-CG members;
- support the Chairperson in the preparations of the TIPS-CG meetings and teleconferences;
- draft summaries/minutes from the meetings and teleconferences.

3.4 Observers

The Chairperson may invite a limited number of observers if they can add value on a specific point.

3.5 Participation

Participants in the TIPS-CG shall provide adequate resources for the participation in the Group. Members can be replaced by one alternate, in exceptional circumstances, who shall attend the meetings and may express views on his/her behalf. Such alternates must be notified to the Rapporteur sufficiently in advance.

4. Reporting

The TIPS-CG reports regularly to the MIB via the Chairperson.

The AMI Pay is kept informed about the deliberations in the TIPS-CG.

5. Working procedures

The TIPS-CG shall meet regularly. The dates of meetings shall be communicated to members sufficiently in advance. The Chairperson may call for additional meetings or teleconferences when this is required for the TIPS-CG to fulfil its mandate in an efficient manner.

The Chairperson shall decide on the agenda for each meeting. Meeting and teleconference documentation will be circulated at the latest five working days prior to any TIPS-CG meeting/teleconference.

The TIPS-CG shall normally hold its meetings in the premises of the ECB. Meetings may also be held by means of teleconferencing.