

TOTSCO BOARD MEETING SUMMARY

DATE	8 January 2024
LOCATION	Teams
DIRECTORS PRESENT	Dee Cheek (Large Retail Providers Constituency) Andrew Glover (Small Retail Providers Constituency) Nick Holland (Business Focussed Providers Constituency) Shrin Honap (Independent Director) Justin Hornby (Medium Retail Providers Constituency) Claudio Pollack (Independent Chair) Jo Prowse (Independent Director) Ben Shaw (Large Retail Providers Constituency) Gita Sorensen (New Infrastructure Providers Constituency)
DIRECTORS ABSENT	None
OTHERS PRESENT	Rob Bratby (TOTSCo General Counsel) David Halliday (OTA2) Rob Jex (TOTSCo Company Secretary) Jeremy Newman (TOTSCo Governance Advisor) TOTSCo's Head of Procurement (item 1) David Norbury (TOTSCo Head of Delivery) (items 2 and 3)

AGENDA ITEMS

Preliminary: business of the meeting and approval of the minutes of the Board meeting on 18 December 2023

- 1) TOTSCo's Contract with Tech Mahindra
- 2) Hub Programme Update
- 3) Industry testing and One Touch Switch Go-Live Replanning
- 4) User Agreement for Managed Access Providers
- 5) TOTSCo Governance
- 6) Business Users
- 7) Any other business
- 8) Next board meeting

MINUTES

AGENDA ITEM	1
DISCUSSION POINT	TOTSCo's Contract with Tech Mahindra
CONCLUSION/ RECOMMENDATION	The Board discussed and noted an update on TOTSCo's contract with Tech Mahindra for the technical and commercial development and implementation of, and operational support for, the TOTSCo Hub.

AGENDA ITEM	2
DISCUSSION POINT	Hub Programme Update
CONCLUSION/ RECOMMENDATION	The Board noted an update on the programme for the technical and commercial development and implementation of the TOTSCo Hub.

AGENDA ITEM	3
DISCUSSION POINT	Industry Testing and One Touch Switch Go-Live Replanning
CONCLUSION/ RECOMMENDATION	The Board discussed and noted an update on the industry testing programme and steps relating to being able to determine and announce a revised date for OTS go-live.

AGENDA ITEM	4
DISCUSSION POINT	User Agreement for Managed Access Providers
CONCLUSION/ RECOMMENDATION	The Board noted an update from the General Counsel on the work to prepare and publish, in due course, a hub user agreement for Managed Access Providers.

AGENDA ITEM	5
DISCUSSION POINT	TOTSCo Governance
CONCLUSION/ RECOMMENDATION	The Board noted an update on the work to further strengthen TOTSCo's governance framework.

AGENDA ITEM	6
DISCUSSION POINT	Business Users
CONCLUSION/ RECOMMENDATION	The Board noted an update on the potential funding of, and preparations for, a future TOTSCo workstream to take forward the potential use of the TOTSCo Hub for business switching.

AGENDA ITEM	7
DISCUSSION POINT	Any Other Business
CONCLUSION/ RECOMMENDATION	There was none.

The next TOTSCo Board meeting will be at 1.30pm on Monday 22 January 2024

Glossary

OTS = One Touch Switch

CP = Communications Provider

OTA2 = Office of the Telecommunications Adjudicator

TOTSCo = The One Touch Switching Company Ltd