

INDUSTRY PROCESS GROUP

DATE	30 January 2024
TIME	14:00 – 16:00
LOCATION	Teams
CHAIRPERSONS	Tom Merritt (TOTSCo), Jack Abbotts (OTA2)
MEMBERS PRESENT	Niall Gillespie (BT), Mike Locke (INCA), Mark Delo (NowYoYo), Mel Buckley (VMO2), David Stubbs (VMO2), Seng Lee (TalkTalk),
MEMBERS ABSENT	Frank Manning (Digital Infra), James Warner (Full Fibre), Victoria Hansford (KCOM), Paddy Paddison (Wildanet), Marcel Horst (CWP), Joe Karthausser (Truespeed), Hema Kariyappa (Vodafone), David Stewart (Sky),

AGENDA ITEMS

- 1) UPDATE ON OUTSTANDING ACTIONS
- 2) CONTINUATION OF DISCUSSION ON POTENTIAL INTER CP COMMUNICATION METHODS
- 3) DISCUSSION AROUND USE OF MESSAGE REJECTION
- 4) REVIEW OF UPCOMING GROUP TASKS/AOB

MINUTES/NOTES

AGENDA ITEM	1
DISCUSSION POINT	Update on outstanding actions
CONCLUSION/ RECOMMENDATION	TOTSCo gave update on CR for separating transactional volumes for ping/heartbeat messages. Currently under impact assessment TOTSCo gave update on directory issues users are experiencing with missing fields displaying in pre production TOTSCo informed group that TOTSCo will arrange separate operational calls for the coming weeks
ACTION	Group to consider how to use audit data in the message envelope to identify heartbeat/ping messages and frequency recommendation TOTSCo to investigate directory issues (now resolved) and where exactly the pre prod directory data is coming from Separate operational calls to be arranged

AGENDA ITEM	2
DISCUSSION POINT	Continuation of discussion on potential inter CP communication methods
CONCLUSION/ RECOMMENDATION	TOTSCo presented pros and cons for the seven different methods suggested and reviewed by the group. Broad consensus that option 6 is a viable option for the initial period with a view that more complete options should not be ruled out until we have a greater awareness of volumes and how well the process is working

ACTION	TOTSCo to prepare wording to put in front of board at next meeting. Group to review TOTSCo to create separate list of use cases for communication on the share point. Group to review and add comments
AGENDA ITEM	3
DISCUSSION POINT	Discussion around use of message rejection
CONCLUSION/ RECOMMENDATION	TOTSCo raised pattern of behaviour observed in integration testing whereby messages are being heavily validated before acceptance and being rejected for relatively minor issues e.g. missing punctuation in text. TOTSCo referred to separate CR to repurpose code 9006 to include additional http responses for rejecting messages and for the code to return the code and any optional text included in order to aid the diagnostic process. Group agreed in principle with the CR and that a short document giving guidance on rejecting messages would be necessary
ACTION	Group to prepare guidance note on the topic as opposed to traditional best practice guide
AGENDA ITEM	4
DISCUSSION POINT	Review of upcoming group tasks/AOB
CONCLUSION/ RECOMMENDATION	Group discussed directory statuses in trials/production and if there would be a way to distinguish between the two Group raised that applicable statuses are not currently defined in documentation
ACTION	TOTSCo to discuss internally around statuses in trials/production TOTSCo to raise that user guide update is required to add status definitions and clarify how the Hub will treat these statuses
	Upcoming Group Actions/Agenda
Open Points	<ul style="list-style-type: none"> - INTER CP COMMUNICATION DISCUSSION TO CONTINUE - OUTSTANDING CR ABOUT SEPARATING PING MESSAGES FROM TRANSACTION VOLUME - MATCHING GUIDE UPDATES TO BE REVIEWED - ACPID COVER SHEET TO BE AGREED - GROUP TO CONSIDER TOPICS FOR FURTHER GUIDANCE

Glossary

OTS = One Touch Switch

CP = Communications Provider

OTA2 = Office of the Telecommunications Adjudicator

TOTSCo = The One Touch Switching Company Ltd

Industry Process (or "IP") = OTS Industry Process. The latest version can be found at <https://totsco.org.uk/process-technical-documents/>

Change Control Process: the process governing changes to the OTS Industry Process, which can be found at <https://totsco.org.uk/process-technical-documents/>