

INDUSTRY PROCESS GROUP

DATE	20 March 2024
TIME	14:00 – 16:00
LOCATION	Teams
CHAIRPERSONS	Tom Merritt (TOTSCo), Jack Abbotts (OTA2)
MEMBERS PRESENT	Niall Gillespie (BT), Mike Locke (INCA), Seng Lee (TalkTalk), David Stewart (Sky), Joe Karthaus (Truespeed), Mark Delo (NowYoYo), Mel Buckley (VMO2), Jonathan Davies (TalkTalk), Marcel Horst (CWP), Hema Kariyappa (Vodafone),
MEMBERS ABSENT	David Stubbs (VMO2),

AGENDA ITEMS

- 1) UPDATE ON OUTSTANDING ACTIONS
- 2) FURTHER CONSIDERING OF NP GUIDE V1.2
- 3) REVIEW OF FWA GUIDANCE BULLETIN DRAFT
- 4) DISCUSSION AROUND RESPONSE CODE TO USE IN A SCENARIO WHERE A SERVICE IS FOUND BUT THE LRCP DOES NOT BELIEVE IT IS
- 5) AOB

MINUTES/NOTES

AGENDA ITEM	1
DISCUSSION POINT	Update on outstanding actions
CONCLUSION/ RECOMMENDATION	TOTSCo confirmed update on group membership. TOTSCo gave minor update on continued work on CP to CP communication
ACTION	TOTSCo and OTA2 to review applicants with likely start date of 10/04

AGENDA ITEM	2
DISCUSSION POINT	Further considering of NP guide v1.2
CONCLUSION/ RECOMMENDATION	Group considered additional comments on draft document around what is expected of those who do and no not implement OTS porting.
ACTION	Group to make minor change to clarify the importance of deciding to return CUPIDs prior to OTS go live. Document to be reviewed by Number Porting group.

AGENDA ITEM	3
DISCUSSION POINT	Review of FWA guidance bulletin draft

CONCLUSION/ RECOMMENDATION	Group presented draft bulletin for guidance on handling FWA services
ACTION	Minor wording updates to be made by group along with an example match confirmation to be reviewed in subsequent calls

AGENDA ITEM	4
DISCUSSION POINT	Discussion around response code to use in a scenario where a service is found but the LRCP does not believe it is an OTS relevant service
CONCLUSION/ RECOMMENDATION	Group considered strength of 1107 response code and likelihood if the scenario occurring
ACTION	Group to continue discussion in subsequent calls.

AGENDA ITEM	5
DISCUSSION POINT	AOB
CONCLUSION/ RECOMMENDATION	Time Expired before discussion
ACTION	

	Upcoming Group Actions/Agenda
Open Points	- 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/>