

## TOTSCO BOARD MEETING SUMMARY

|                          |   |
|--------------------------|---|
| <b>DATE</b>              | 26 February 2024  |
| <b>LOCATION</b>          | Teams   |
| <b>DIRECTORS PRESENT</b> | Dee Cheek (Large Retail Providers Constituency)<br>Andrew Glover (Small Retail Providers Constituency)<br>Nick Holland (Business Focussed Providers Constituency)<br>Shrin Honap (Independent Director)<br>Justin Hornby (Medium Retail Providers Constituency)<br>Claudio Pollack (Independent Chair)<br>Jo Prowse (Independent Director)<br>Ben Shaw (Large Retail Providers Constituency)<br>Gita Sorensen (New Infrastructure Providers Constituency) |
| <b>DIRECTORS ABSENT</b>  | None  |
| <b>OTHERS PRESENT</b>    | Paul Bradbury (TOTSCo CEO)<br>Rob Bratby (TOTSCo General Counsel)<br>David Halliday (OTA2)<br>Rob Jex (TOTSCo Company Secretary)  |

### AGENDA ITEMS

Preliminary: business of the meeting and approval of the minutes of the Board meeting on 19 February 2024

- 1) OTS Go-Live Re-Planning
- 2) Any other business
- 3) Next board meeting

### MINUTES

|                                       |  |
|---------------------------------------|--|
| <b>AGENDA ITEM</b>                    | <b>1</b>   |
| <b>DISCUSSION POINT</b>               | OTS Go-Live Re-Planning  |
| <b>CONCLUSION/<br/>RECOMMENDATION</b> | The Chair and CEO updated the Board on recent discussions they had had with Ofcom about progress towards the development of an industry-wide end-to-end testing and trialling plan and a new OTS Go-Live date. The Board also discussed and noted the conclusion of the work that had been undertaken by the four largest CPs to develop those companies' end-to-end plan for testing, trialling and implementing OTS. |

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| <b>AGENDA ITEM</b>                    | <b>2</b>  |
| <b>DISCUSSION POINT</b>               | Any other business  |
| <b>CONCLUSION/<br/>RECOMMENDATION</b> | <b>Amendment to the Terms of Reference of the Industry Process Group (IPG):</b><br>The Board RESOLVED that the CEO should be authorised to amend the Terms of Reference of the IPG to allow the Co-Chairs discretion to permit substitutes to attend future meetings. |

The next TOTSCo Board meeting will be at 9.30am on Monday 4 March 2024

## **Glossary**

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OTS = One Touch Switch

CP = Communications Provider

OTA2 = Office of the Telecommunications Adjudicator

TOTSCo = The One Touch Switching Company Ltd