

TOTSCO BOARD MEETING SUMMARY

DATE	2 April 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) Claudio Pollack (Independent Chair) Jo Prowse (Independent Director) Ben Shaw (Large Retail Providers Constituency) Gita Sorensen (New Infrastructure Providers Constituency)
DIRECTORS ABSENT	Anne Hoitink (Medium Retail Providers Constituency)
OTHERS PRESENT	Paul Bradbury (TOTSCo CEO) Rob Bratby (TOTSCo General Counsel) David Halliday (OTA2) Rob Jex (TOTSCo Company Secretary) Mark Collins (TOTSCo Business Lead) (items 2 and 3)

AGENDA ITEMS

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

- 1) Hub Programme and Industry Testing and Trials
- 2) Business Users and the Hub
- 3) Managed Access Providers
- 4) TOTSCo Executive Recruitment
- 5) Industry Operations Working Group
- 6) New Director for the New Infrastructure Providers' Constituency
- 7) Any other business
- 8) Next board meeting

MINUTES

AGENDA ITEM	1
DISCUSSION POINT	Hub Programme and Industry Testing and Trials
CONCLUSION/ RECOMMENDATION	The Board discussed and noted updates from the CEO on the Hub Programme and on the progress of Industry Testing and Trials.

AGENDA ITEM	2
DISCUSSION POINT	Business Users and the Hub
CONCLUSION/ RECOMMENDATION	Mark Collins joined the meeting and took the Board through a presentation outlining a proposed programme of work to explore TOTSCo's potential role and responsibilities in developing OTS for business users which would begin on 8 April. The Board welcomed the approach and APPROVED the proposed first phase of scoping work.

AGENDA ITEM	3
DISCUSSION POINT	Managed Access Providers
CONCLUSION/ RECOMMENDATION	The Board noted updates on key developments in relation to MAPs' use of the TOTSCo Hub and on the progress towards establishing MAPs' concerns about the indemnities, liabilities and limitations in the MAP Agreement.

AGENDA ITEM	4
DISCUSSION POINT	TOTSCo Executive Recruitment
CONCLUSION/ RECOMMENDATION	The Board noted an update from the CEO on recruitment to key TOTSCo Executive positions.

AGENDA ITEM	5
DISCUSSION POINT	Industry Operations Working Group
CONCLUSION/ RECOMMENDATION	The Board noted a further update from OTA2 about progress towards the creation of an Industry Operations Working Group.

AGENDA ITEM	6
DISCUSSION POINT	New Director for the New Infrastructure Providers' Constituency
CONCLUSION/ RECOMMENDATION	The Chair thanked Gita Sorensen for agreeing to continue as the TOTSCo Director for the New Infrastructure Providers' constituency until the conclusion of the process to elect her successor. Election "hustings" were being arranged to allow the three candidates to succeed Ms Sorensen to present, to their constituents, their respective cases for being elected, and it was anticipated that the subsequent voting process would conclude during week commencing 8 April.

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

The next TOTSCo Board meeting will be at 9.30am on Tuesday 16 April 2024

Glossary

OTS = One Touch Switch

CP = Communications Provider

MAP = Managed Access Provider

OTA2 = Office of the Telecommunications Adjudicator

TOTSCo = The One Touch Switching Company Ltd