

TOTSCO BOARD MEETING SUMMARY

DATE	30 April 2024
LOCATION	Teams
DIRECTORS PRESENT	Dee Cheek (Large Retail Providers Constituency) Jeremy Chelot (New Infrastructure Providers Constituency) Anne Hoitink (Medium Retail Providers Constituency) Nick Holland (Business Focussed Providers Constituency) Shrin Honap (Independent Director) Andrew Kernahan (Small Retail Providers Constituency) Claudio Pollack (Independent Chair) Jo Prowse (Independent Director) Ben Shaw (Large Retail Providers Constituency)
DIRECTORS ABSENT	Andrew Glover (Small 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 Switching Lead) (item 1)

AGENDA ITEMS

Preliminary: business of the meeting and approval of the minutes of the Board meeting on 16 April 2024

- 1) Business User Switching
- 2) Hub and Industry Testing Programmes
- 3) Managed Access Providers Agreement
- 4) Data Sharing Policy
- 5) Ofcom Section 135 Information Request
- 6) Any other business
- 7) Next board meeting

MINUTES

AGENDA ITEM	1
DISCUSSION POINT	Business User Switching
CONCLUSION/ RECOMMENDATION	Mark Collins joined the meeting and presented an update on the progress of the scoping phase of the programme to explore what might be required of TOTSCo to support business user switching. The Board noted the interim conclusions about the overall size of the business switching market and how it was anticipated that the technology “ecosystem” for business switching might evolve. The Board AGREED that TOTSCo should participate in the Gaining Provider Led Business Steering Group.

AGENDA ITEM	2
DISCUSSION POINT	Hub and Industry Testing Programmes

CONCLUSION/ RECOMMENDATION	The Board discussed and noted an update from the CEO on the Hub and Industry Testing programmes.
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AGENDA ITEM	3
DISCUSSION POINT	Managed Access Providers Agreement
CONCLUSION/ RECOMMENDATION	The Board noted that a representative group of MAPs had written to TOTSCo asking the company to amend the unlimited liability clause in the MAP Agreement that was published on 13 February. Following a discussion the Board APPROVED the approach outlined in a paper to address the MAPs' concerns in full and RESOLVED that the CEO, with advice from the General Counsel, should be authorised to amend the MAP Agreement accordingly and to ensure that any risks to TOTSCo, arising as a result of the changes, were appropriately mitigated.

AGENDA ITEM	4
DISCUSSION POINT	Data Sharing Policy
CONCLUSION/ RECOMMENDATION	The Board AGREED the CEO's recommendation that a Working Group should be convened to review TOTSCo's data sharing policy and recommend any changes to future policy to the Board.

AGENDA ITEM	5
DISCUSSION POINT	Ofcom Section 135 Information Request
CONCLUSION/ RECOMMENDATION	The Board noted an update from the CEO on TOTSCo's response to the formal information request from Ofcom.

AGENDA ITEM	6
DISCUSSION POINT	Any Other Business
CONCLUSION/ RECOMMENDATION	There was none.

The next TOTSCo Board meeting will be at 2.00pm on Monday 13 May 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