

Source: Secretary

Title: Draft Summary minutes, decisions and actions from 3GPP PCG Meeting#11, Boston, 1 October 2003

Agenda item: All

Document for:

Decision	X
Discussion	
Information	

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1 Opening of Meeting and Chairman's Remarks

Dr Chatterjee (PCG Chairman) opened the meeting and welcomed the participants to Boston. Thanks were expressed to the North American Friends of 3GPP who had provided the meeting facilities and to SBC and 3G Americas who had provided lunches, evening dinner and meeting refreshments.

The list of participants is given at **Annex E [3GPP/PCG#11(03)4]**. Regrets were expressed that representatives from CCSA and from TD SCDMA Forum had been unable to participate in the meeting due to problems with their travel arrangements.

2 Approval of Agenda

The draft Agenda for the meeting was discussed and approved. The approved Agenda is given at **Annex A [3GPP/PCG#11(03)1r2]**.

3 Approval of Report of PCG#10

The draft report of PCG#10, which had been revised to take account of comments received, was presented and approved without further amendment **[3GPP/PCG#10(02)26r1]**.

Decision PCG11/1: Report of PCG#10 approved [3GPP/PCG#10(02)26r1] .

3.1 Review of Actions

The status of the actions arising from PCG#10 were reviewed and the progress made in discharging them noted **[3GPP/PCG#11(03)03]**. The following comments arose from this discussion:

A-PCG10/1 Secretary to write to the GSM Association requesting that they provide an assessment of the urgency and need for an alternative 3G Ciphering and Encryption algorithm.

GSMA had been informed of this action and reported that they were currently considering the need for an alternative algorithm. The manner in which the work should be funded was also being considered. It was agreed to keep the action **Ongoing**.

A- PCG10/7 TSG leaders (in consultation with the MCC) to provide a concrete recommendation on a change to the 3GPP Working Procedures to PCG#11

The TSG leaders reported that no need had currently been identified to change the 3GPP Working Procedures and that the guidelines concerning the cancelling of meetings could be contained within the Chairman's Survival Guide that is currently under construction. It was agreed to keep this action **Ongoing**.

A- PCG10/9 SDOs (with the assistance of TSG Leaders) to consider the proposal made by Mr Visser for pre-authorization to use extracts from 3GPP specifications.

It was noted that this action was specific to the US only and that Committee T1 had undertaken the required action. The action was agreed as **Discharged**.

Mr Hayes (TSG CN Chairman) presented a response to the action from PCG#10 to consider what cost saving methods could be introduced within 3GPP **[3GPP/PCG#11(03)17]**. The document, whilst presented by Mr Hayes, had been prepared in conjunction with all TSG Leaders. The document led to three recommendations that were each considered in turn as follows:

Recommendation 1 Meeting Cancellation Guidelines

Once firm dates and hosting arrangements have been made, it is not expected that any meeting will be cancelled and cancelling a meeting must not be taken lightly. A chair may only cancel a meeting providing there is general agreement within the group that the meeting would not be productive and with the consent of the relevant TSG chair. Ideally, the host should agree with this cancellation. In any case the chair should work with the host to minimize the financial impacts due to the cancellation. In the case where there are many delegations that cannot participate in the meeting, but the meeting is still held, the chair and secretary should work to ensure those affected parties have a chance to provide input into the decisions. These means include: electronic distribution of end-of-day status and early end-of-meeting reporting to allow discussion and resolution of potentially controversial decisions as early as possible, preferably before they reach the plenary.

The PCG discussed and agreed with the proposed text, concluding that it should be incorporated within the Chairman's Survival Guide.

Decision PCG11/2: Meeting Cancellation Guidelines agreed [3GPP/PCG#11(03)17].

Action PCG11/1: Secretary to ensure that the meeting Cancellation Guidelines developed by the TSG Leaders is incorporated in the Chairman's Survival Guide.

Recommendation 2 Reorganization of 3GPP

TSGs should pursue mergers within and across TSGs. Potential mergers include RAN2 - RAN3 and CN2 - CN4. Long-term evolution may include the merging of radio technology upper layer work and testing work, however this will not provide any immediate cost savings and may actually increase costs in the short term.

The PCG noted this recommendation.

Recommendation 3 Gating Criteria for Releases

The decision to functionally freeze release N should include the following considerations:

- *The peak for release N-1 CRs should be passed before freezing of release N functionality (30% hysteresis: i.e. at least 30% drop from peak CR count should be seen).*
- *The commercial implementation of Release N-2 should be carefully considered.*

The PCG discussed the proposed criteria concluding that there were other factors that affect the freeze date of a Release. In this context, the criteria could only be applied as guidance and not as a rigid rule. It was also noted that the "commercial success of a Release" could be hard to determine and was likely to vary from region to region. The PCG approved the proposed guidance noting that the final decision on when to freeze a Release would be a matter of judgement taking into account the information available at that time.

Decision PCG11/3: PCG approved guidance on when to freeze a Release, noting that the final decision would be a matter of judgement taking into account the information available at that time [3GPP/PCG#11(03)17].

4 Management Reports from TSGs

4.1 TSG SA

Mr Andersen (TSG SA Chairman) presented a report of the progress made by TSG SA [3GPP/PCG#11(03)05].

Referencing

TSG SA had discussed the selection criteria for an audio codec that had led to the question of how to document the chosen codec. Traditionally, voice codecs for cellular systems had been specified through a reference C-source code for both the encoder and the decoder. This C-code is the same as that being used in both the selection process and the characterization phase. However, TSG SA had noted that not all industry groups dealing with codecs had followed this principle, and this raised the question of how to deal with the different levels of openness that may exist. A similar debate had also occurred in TSG SA during the discussion on cooperation with OMA where access to some specifications might be restricted to OMA members or the IPR rules for their use may differ from that of 3GPP. TSG SA had asked the PCG to consider if there is a need for clarification of the rules for referencing external documentation.

In the discussion that followed it was noted that there were several dimensions to the referencing debate, including Public Availability, IPR and Copyright and that there was more of a political connotation to this work than a technical one. It was also noted that a parallel discussion was taking place within ETSI where similar concerns had been raised.

It was agreed that in the first instance it was necessary to document the various scenarios that exist and to highlight the problems associated with each of them. The PCG believed that the TSG Leaders were best placed to perform this work and that it should be completed by mid October. The result should then be considered by the legal services of each Organizational Partner and be consolidated by use of the Heads of Delegation email list. The consolidation process should be completed in time for the December TSG meetings. The offer made by ETSI to make available the results of their discussion on this subject was also accepted.

Action PCG11/2: TSG leaders to document the various referencing scenarios that exist and to highlight the problems associated with each of them. This work should be completed by mid October.

Action PCG11/3: Organizational Partners (and their legal services) to consider the list of referencing scenarios provided by the TSG Leaders and to discuss the results electronically via the Heads of Delegation email list. This work should be completed in time for the December TSG meetings.
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Action PCG11/4: ETSI to provide the results of their referencing discussions as input to the discussion within 3GPP.

Support for additional Working Group meetings.

TSG SA had noted requests from some Working Groups who wished to hold more than four meetings per year and wished to receive MCC support for them. The PCG had previously decided that support could only be guaranteed for four meetings per year.

Some concern was raised that if the "four meeting rule" was to be relaxed, this should be done on a priority basis and not on a "first come first served" basis. It was also noted that it would be impossible for MCC to deal with requests from twenty Working Groups and to pass judgement on their respective priorities.

The PCG concluded that the demand for additional meeting support should first be collected by MCC and that the TSG Chairmen should agree on the priorities of these meetings. If sufficient budget remains to support such meetings then this should be done in conformance with the priorities agreed by the TSG Chairmen. The MCC Head should keep the PCG fully informed throughout this process and the PCG should confirm the proposed plans.

Decision PCG11/4: Additional support for Working Groups that meet more than four times per year may be provided if there is sufficient budget. The allocation of remaining budget will be in accordance with priorities set by the TSG Chairmen following confirmation of the PCG.

Action PCG11/5: Head of MCC to collect requests from Working Groups seeking support for more than four meetings per year.

Action PCG11/6: TSG Chairmen to set priorities for the additional support of Working Group meetings.

Action PCG11/7: PCG to confirm the proposed use of resources for the additional support of Working Groups.

4.2 TSG CN

Mr Hayes (TSG CN Chairman) presented a report of the progress made by TSG CN [3GPP/PCG#11(03)06].

The PCG noted the TSG CN intent for WG2 and WG4 to merge by June 2004 which would lead to cost savings within 3GPP.

TSG CN had elected Mr Iain Sharp as Vice Chairman of TSG CN whom the PCG were pleased to appoint for the remainder of the mandate period.

Decision PCG11/5: Mr Iain Sharp appointed as TSG CN Vice Chairman for the remainder of the mandate period.

4.3 TSG RAN

Mr Courau (TSG RAN Chairman) presented a report of the progress made by TSG RAN [3GPP/PCG#11(03)07].

TSG RAN had asked PCG to confirm the date that should be used for the updated reference material to which the ITU should refer. The PCG confirmed that the December 2003 results should be the basis for reference material used in the next update submitted to the ITU.

Decision PCG11/6: Updated reference material submitted to the ITU should be based on December 2003 results.

TSG RAN had also requested that MRPs take part in the revision of the textual descriptions within the update submitted to the ITU. The MRPs agreed to participate in this activity.

Action PCG11/8: MRPs to assist in updating the textual parts of the material submitted to the ITU.

The PCG noted the discussions that were ongoing in TSG RAN concerning the regulatory requirement for the use of 3GPP systems in the 800/850 MHz bands. It appeared that there were differing regional requirements for the same bands and that this could lead to products being built for specific markets. The PCG noted that progress was being made to rationalise the different requirements.

TSG RAN had also requested additional support for Working Group meetings and this request was dealt with under Agenda item 4.1.

4.4 TSG T

Dr Park (TSG T Chairman) presented a report of the progress made by TSG T [3GPP/PCG#11(03)08].

The only issue raised under this Agenda item concerned funding for the further development of TTCN which is discussed under section 8.2 of this report.

4.5 TSG GERAN

Mr Andersen (TSG GERAN Chairman) presented a report of the progress made by TSG GERAN [3GPP/PCG#11(03)09].

There were no matters arising from this report.

5 3GPP Progress and Current Status of Activities

The TSG calendar of future meetings was presented for the information of the PCG [3GPP/PCG#11(03)11].

The TSG SA Chairman had received reports of recent travel problems that had been experienced by delegates emanating from China [3GPP/PCG#11(03)21]. It appeared that delegates were experiencing problems in obtaining travel visas and that the problem was more pronounced for visits to the US. During the course of this meeting contact was made with the US authorities who provided assurance that problems should not be experienced in obtaining travel visas provided that sufficient time should be allowed for due process to be followed. The Chairman confirmed that Committee T1 would continue to pursue the matter. The PCG noted that meeting invitations should be issued as early as possible to help ease the problems being experienced by those having to obtain visas.

5.1 Release 6 progress

The Secretary presented a document which listed the features expected to be contained within Release 6 and the progress that had been made in completing them [3GPP/PCG#11(03)13]. The TSG SA Chairman reported that it was not the intention for any further requirements to be added to Release 6 but that the functional freeze date had yet to be determined.

5.2 Report from 3GPP Future Evolution Ad Hoc Group

The Future Evolution Ad Hoc Group Chairman (Mr Iain Sharp) presented the results of the group which had now been prepared as 3GPP TR 21.902 V6.0.0 [3GPP/PCG#11(03)15].

It was noted that the report describes the technical evolution of the 3GPP system but did not intend to provide a roadmap as to how that evolution could be achieved. It was expected that the roadmap would be dependent on proposed new work items and contributions from 3GPP Individual Members. In this context there would be no direct correlation between the report and the future work plan of 3GPP although it was envisaged that the report could serve as a useful guide on which members may base their contributions.

Since the report had been prepared as a 3GPP TR it would now be placed under change control enabling future modifications to be made if needed.

5.3 Plans beyond Release 6

There were no matters raised under this Agenda item.

6 Approval of 3GPP Work Programme

The Secretary presented a list of new Features for inclusion in the 3GPP Work Programme and those which should be deleted from it [3GPP/PCG#11(03)12]. The PCG approved the Work Programme changes.

Decision PCG11/7: Changes to 3GPP Work Programme approved by PCG [3GPP/PCG#11(03)12].

7 Results from TSG Leaders' review of the TSG/WG structure

The PCG noted the results of the TSG/WG structure review which had been presented under Agenda item 3.1.

8 3GPP Support

8.1 Report of MCC Activities

The Secretary presented a report on the activities of MCC which was noted by the PCG [3GPP/PCG#11(03)10].

8.2 TSG Support requirements for 2004 (including specific tasks)

Support

The TSG Chairmen reported that their support requirements for 2004 were largely the same as in 2003, taking into account the recent restructuring of TSG GERAN and the pending merger of CN2/CN4.

Specific Tasks

Mr Best (GSMA) confirmed that GSMA were evaluating the need for an alternative 3G ciphering and encryption algorithm and that this may lead to a new demand for funding in 2004. However, GSMA were also considering how funds could be raised to undertake this work.

TSG T had requested that 754kEUR be allocated in 2004 for the further development of TTCN for FDD mode terminals and that an additional 507 kEUR be allocated to start the development of TTCN for TDD mode terminals. The PCG discussed these requests confirming that the work was important and fully justified. In anticipation of the discussion that was likely to take place within the OP meeting the next day, the PCG discussed the possibility for funding these activities. It was noted that since the start of the TTCN activities there had been a continued request for voluntary resources and that for the FDD mode this had, to some extent, been successful. When considering the new demand for the TDD mode the PCG stressed the need for this voluntary approach to be continued. In this context it was hoped that bodies such as the TD SCDMA Forum or CCSA could consider co-ordinating the provision of voluntary resources since they were believed to be closest to the first deployments of this technology. When considering the budget for 2004, the PCG agreed to propose to the OP meeting that a total of 754 kEUR should be allocated from the central budget for TTCN development and that this could be augmented by voluntary contributions. TSG T should be left to determine how that resource should be allocated between the FDD and TDD modes but due care should be taken to assess the respective priorities of the work taking into account the views of MRPs and the Global Certification Forum (GCF).

Action PCG11/9: PCG to propose to the OP meeting that 754 kEUR should be allocated from the central budget for TTCN development and that this could be augmented by voluntary contributions. TSG T should be left to determine how that resource should be allocated between the FDD and TDD modes but due care should be taken to assess the respective priorities of the work taking into account the views of MRPs and GCF.

9 Working Procedures and Working Methods

There were no issues raised under this Agenda item.

10 Matters Arising from ITU

10.1 Report from ITU-T Informal Forums Summit

The Chairman reported on an Informal Forums Summit which had been organized by ITU-T and at which he had represented 3GPP [3GPP/PCG#11(03)14]. It was noted that one purpose of the Summit had been to see how information could be easily exchanged between the participating bodies, and that for the SDOs participating in 3GPP that mechanism already existed through the Global Standards Collaboration (GSC).

11 Matters Arising from MRPs

Mr Bienaimé presented an explanation of the work that had been performed by the UMTS Forum and their future work programme [3GPP/PCG#11(03)20].

Mr Hadden presented an explanation of the work of GSA, focussing on their involvement in the EDGE Operators Forum and the deployment of that technology [3GPP/PCG#11(03)22].

12 External Relations and Liaisons

Mr Andersen (TSG SA Chairman) presented the results of the 3GPP-OMA Workshop that had taken place on 15 September and which had been reviewed by the TSGs during their recent meetings [3GPP/PCG#11(03)16]. It was noted that the two issues of concern to 3GPP that emerged during the Workshop were the “openness” of OMA and the difference between the IPR policies of both organizations. The openness issue could result in 3GPP having a lack of transparency of the progress of work within OMA, and the IPR differences could result in difficulties to obtain licences for patents included with OMA deliverables. However, the position expressed by TSG SA was also noted, that the existing Working Procedures of 3GPP did not contain any barrier to prevent them from working effectively with OMA and that this technical working relationship was already underway.

OMA had considered the output of the Workshop and had already prepared a response which is contained in document 3GPP/PCG#11(03)19.

In the discussion that followed, Mr Andersen explained the current method working between the two organizations, that collocated and joint meeting sessions were already taking place where the results of these meetings were the prerogative of each organization to confirm, in accordance with their own rules. In addition, there was no intention to predetermine the division of work between the organizations since their existing scopes were to be maintained. The decision of where work should be undertaken was therefore being decided on a case-by-case basis.

The Secretary presented a revised version of a “Co-operation Framework” that had recently been received from OMA [3GPP/PCG#11(03)18]. It was noted that two types of co-operation arrangement existed within OMA; a Co-operation Agreement that was legally binding and which both parties were signatories of, and a Co-operation Framework that was non-binding and was not signed by both parties. The example received from OMA was of the latter type.

Due to the late arrival of the proposed “Co-operation Framework” it was not possible to consider the text in detail. However, it was felt that the document could provide a useful mechanism to overcome the concerns regarding openness and IPR, that had been raised during the workshop, and the impact these concerns may have on the ability to refer to OMA results. It was also noted that since the document was of a non-binding nature it would be necessary to check the text to ensure that there were no conditions imposed on 3GPP. The TSG Leaders confirmed that, from a technical point of view, co-operation between the two bodies was now well under way and that the Workshop had demonstrated the good co-operative spirit that characterised the existing arrangements. The remaining issues to be resolved were those of a business nature and these concerns were not proper to 3GPP as such but were more for the Organizational Partners to deal with.

The Chairman concluded that the PCG should consider the Framework Agreement provided by OMA and that the Organizational Partners should provide consolidated comments (through their Heads of Delegation). In addition, the Organizational Partners should use their legal services to consider the concerns raised in respect of openness, IPR and referencing and to consolidate their findings through their Heads of Delegation. The Secretary was requested to write to OMA thanking them for the Co-operation Framework that they had provided and informing them of the actions to be taken by 3GPP.

Action PCG11/10: PCG participants to consider the Framework Agreement provided by OMA and to provide their comments through the Organizational Partner Heads of Delegation.

Action PCG11/11: Organizational Partners to consider the openness, IPR and referencing issues relating to the OMA Co-operation Framework and to provide their comments through their Heads of Delegation.

Action PCG11/12: Secretary to write to OMA thanking them for the Co-operation Framework that they had provided and informing them of the actions to be taken by 3GPP.

13 Appointment of PCG Chairman and PCG Vice Chairmen for 2004

The PCG extended a vote of thanks to Dr Chatterjee who had served as PCG Chairman for more than two years, and to the two Vice Chairmen that had assisted him.

The PCG appointed the following officials for a one year term of office commencing 1 January 2004.

PCG Chairman	Dr KJ Wee (TTA)
PCG Vice Chairman	Mr Karl Heinz Rosenbrock (ETSI)
PCG Vice Chairman	Dr Asok Chatterjee* (T1)

(* This position may change depending on decisions to be taken within Committee T1).

Decision PCG11/8: The PCG appointed Dr KJ Wee as PCG Chairman, and Mr Karl Heinz Rosenbrock together with Dr Asok Chatterjee as PCG Vice Chairmen, for a one year term of office commencing 1 January 2004.

14 A.O.B

There were no matters raised under this Agenda item.

15 Closing of Meeting and Next Meeting Dates

There being no further business the meeting was closed.

PCG#12:	14 April 2004, Europe
PCG#13:	6 October 2004, Korea

Annex A Adopted agenda

		Documents
1	Opening of Meeting and Chairman's Remarks	
2	Approval of Agenda	1r2, 2r1
3	Approval of Report of PCG#10 3.1 Review of Actions	PCG10_26r1 3, 17
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Annex B List of Decisions

N?.	DECISION
D-PCG11/1	Report of PCG#10 approved [3GPP/PCG#10(03)26r1].
D-PCG11/2	Meeting Cancellation Guidelines agreed [3GPP/PCG#11(03)17].
D-PCG11/3	PCG approved guidance on when to freeze a Release, noting that the final decision would be a matter of judgement taking into account the information available at that time [3GPP/PCG#11(03)17].
D-PCG11/4	Additional support for Working Groups that meet more than four times per year may be provided if there is sufficient budget. The allocation of remaining budget will be in accordance with priorities set by the TSG Chairmen following confirmation of the PCG.
D-PCG11/5	Mr Iain Sharp appointed as TSG CN Vice Chairman for the remainder of the mandate period.
D-PCG11/6	Updated reference material submitted to the ITU should be based on December 2003 results.
D-PCG11/7	Changes to 3GPP Work Programme approved by PCG [3GPP/PCG#11(03)12].
D-PCG11/8	The PCG appointed Dr KJ Wee as PCG Chairman, and Mr Karl Heinz Rosenbrock together with Dr Asok Chatterjee as PCG Vice Chairmen, for a one year term of office commencing 1 January 2004.

Annex C List of Actions

N?.	RESPONSIBLE	ACTION
A-PCG11/1	Secretary	To ensure that the meeting Cancellation Guidelines developed by the TSG Leaders is incorporated in the Chairman's Survival Guide.
A-PCG11/2	TSG leaders	To document the various referencing scenarios that exist and to highlight the problems associated with each of them. This work should be completed by mid October.
A-PCG11/3	Organizational Partners (and their legal services)	To consider the list of referencing scenarios provided by the TSG Leaders and to discuss the results electronically via the Heads of Delegation email list. This work should be completed in time for the December TSG meetings.
A-PCG11/4	ETSI	To provide the results of their referencing discussions as input to the discussion within 3GPP.
A-PCG11/5	Head of MCC	To collect requests from Working Groups seeking support for more than four meetings per year.
A-PCG11/6	TSG Chairmen	To set priorities for the additional support of Working Group meetings.
A-PCG11/7	PCG	To confirm the proposed use of resources for the additional support of Working Groups.
A-PCG11/8	MRPs	To assist in updating the textual parts of the material submitted to the ITU.

A-PCG11/9	PCG	To propose to the OP meeting that 754 kEUR should be allocated from the central budget for TTCN development and that this could be augmented by voluntary contributions. TSG T should be left to determine how that resource should be allocated between the FDD and TDD modes but due care should be taken to assess the respective priorities of the work taking into account the views of MRPs and GCF.
A-PCG11/10	PCG participants	To consider the Framework Agreement provided by OMA and to provide their comments through the Organizational Partner Heads of Delegation.
A-PCG11/11	Organizational Partners	To consider the openness, IPR and referencing issues relating to the OMA Co-operation Framework and to provide their comments through their Heads of Delegation.
A-PCG11/12	Secretary	To write to OMA thanking them for the Co-operation Framework that they had provided and informing them of the actions to be taken by 3GPP.

Annex D List of documents

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PCG11_04	List of Participants	Secretary	All
PCG11_05	TSG SA Management Report	TSG SA Chairman	4.1
PCG11_06	TSG CN Management Report	TSG CN Chairman	4.2
PCG11_07	TSG RAN Management Report	TSG RAN Chairman	4.3
PCG11_08	TSG T Management Report	TSG T Chairman	4.4
PCG11_09	TSG GERAN Management Report	TSG GERAN Chairman	4.5
PCG11_10	Report of MCC Activities since PCG#10	Secretary	8.1
PCG11_11	TSG Calendar of Meetings	Secretary	5
PCG11_12	Work Programme changes since PCG#10	Secretary	6
PCG11_13	Status and Content of Release 6	Secretary	5.1
PCG11_14	Report of ITU-T Forums Summit	Chairman	10.1
PCG11_15	Technical Report resulting from 3GPP Evolution activity	TSG SA Chairman	5.2
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PCG11_23	Draft meeting Report	Secretary	all

Annex E List of Participants

Dr. Asok Chatterjee	Chairman
Mr. Adrian Scrase	Secretary
Mr. Yukitsuna Furuya	ARIB
Mr. Yukio Yoshimura	ARIB
Mr. Kohei Satoh	ARIB
Mr. Kunio Watanabe	ARIB
Mr. Seizo Onoe	ARIB
Mr. Karl Heinz Rosenbrock	ETSI
Mr. Kirit Lathia	ETSI
Mr. Simon Hicks	ETSI
Mr. Didier Chauveau	ETSI
Mr. Kari Lang	ETSI
Dr. Chuck Bailey	T1
Mr. Peter Musgrove	T1
Mrs. Sonia Garapaty	T1
Mr. Mark Younge	T1
Mr. Byoung-Moon Chin	TTA
Mr. Young Kyun Kim	TTA
Mr. Hee Joung Lee	TTA
Dr. Choi Jinsung	TTA
Dr. Kyu-Jin Wee	TTA
Mr. Nob Horisaki	TTC
Mr. Koji Yamamoto	TTC
Mr. Keiji Yoshino	TTC
Mr. Masami Yabusaki	TTC
Mr. Jean-Pierre Bienaimé	UMTS Forum
Mrs Antonella Napolitano	UMTS Forum
Mr. Chris Pearson	3G Americas
Mr. Bosco Fernandez	Ipv6 Forum
Mr. Bill Best	GSM Association
Mr. Stephen Hayes	TSG CN Chairman
Mr. Kunihiko Taya	TSG CN Vice Chairman
Mr. Iain Sharp	TCG CN Vice Chairman
Mr. François Courau	TSG RAN Chairman
Mr. Eisuke Fukuda	TSG RAN Vice Chairman
Mr. Donald E. Zelmer	TSG RAN Vice Chairman
Mr. Niels Peter Skov Andersen	TSG SA Chairman - TSG GERAN Chairman
Mr. Gary Jones	TSG SA Vice Chairman
Mr. Hiroshi Nakamura	TSG SA Vice Chairman
Mr. Ed Ehrlich	TSG T Vice Chairman
Mr. Kevin Holley	TSG T Vice Chairman
Mr. Michael Faerber	TSG GERAN Vice Chairman
Mr. Marc Grant	TSG GERAN Vice Chairman
Mr. Henry Cuschieri	TIA
Ms. Haruko Horino	Interpreter
Mr. Tom Eskildsen	Interpreter

Source: Secretary

**Title: Draft summary minutes, decisions and actions from 3GPP
Organizational Partners Meeting#10, Boston, 2 October 2003**

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1 Opening of Meeting and Chairman's Remarks

Dr Chatterjee (Chairman) opened the meeting and welcomed the participants to Boston. Thanks were expressed to the North American Friends of 3GPP who had provided the meeting facilities and to SBC and 3G Americas who had provided the lunch and meeting refreshments.

The list of participants is given at **Annex E [3GPP/PCG#11(03)4]**. Regrets were expressed that representatives from CCSA and from TD SCDMA Forum had been unable to participate in the meeting due to problems with their travel arrangements.

2 Approval of Agenda

The draft Agenda for the meeting was discussed and approved with some minor amendments. The approved Agenda is given at **Annex A [3GPP/OP#10(03)1r1]**.

3 Approval of Report of OP#9

The draft report of OP#9, which had been modified to take account of the comments received, was presented and approved without further amendment **[3GPP/OP#9(03)14r1]**.

Decision OP10/1: Report of OP#9 approved **[3GPP/OP#9(03)14r1]**.

3.1 Actions arising

The status of the actions arising from OP#9 was reviewed **[3GPP/OP#10(03)03]**. The only actions that remain ongoing are those relating to the signing ceremonies required for the acceptance of CCSA and TD SCDMA as Partners in 3GPP. It was agreed that this ceremony would take place at the next OP meeting.

Action OP10/1: Secretary to inform CCSA and TD SCDMA Forum that the signing ceremony for their acceptance as Partners in 3GPP would take place at the next OP meeting (April 2004).

4 Results from PCG#11 and matters arising

The 3GPP PCG Chairman gave a summary of the results of the PCG meeting that had taken place that morning. There were no matters arising that required the immediate attention of the OP meeting.

5 3GPP Progress

The Organizational Partners noted the good progress being made by 3GPP. In accordance with Article 57 of the 3GPP Working Procedures the Partners confirmed the further continuation of the project.

Decision OP10/2: The further continuation of 3GPP confirmed by the Partners in accordance with Article 57 of the 3GPP Working Procedures.

6 3GPP Funding

6.1 Report of Funding and Finance Group Activities

Mr Yoshino (FFG Chairman) presented a report on the activities of the Funding and Finance Group covering the period since OP#9 **[3GPP/OP#10(03)05]**. The report led to a number of recommendations that are dealt with in the following sections of this report.

6.2 2003 Expenditure and Year End Forecast

The Secretary presented the Financial Report for year 2003 which provided detailed information on financial matters concerning the Mobile Competence Centre and other funded activities that had been undertaken by 3GPP [3GPP/OP#10(03)06]. The Partners noted the current status of income and expenditure.

6.3 Results of Heads of Delegation Meeting (Geneva, 4 June 2003) and Funding Arrangements for 2004 onwards

The Chairman presented the results of the Heads of Delegation meeting that had taken place in Geneva on 4 June 2003 to discuss the 3GPP funding arrangements for 2004 and onwards [3GPP/OP#10(03)07]. The results were presented as a package of recommendations that the Partners were invited to take into account when approving the budget and funding method for 2004.

One recommendation concerned the encouragement given to Market Representation Partners to consider the provision of voluntary contributions to 3GPP. Mr Best (GSMA) explained that many GSMA members already contributed to 3GPP via their Organizational Partners and that any increased contribution would need to be assessed in terms of the additional influence that may be obtained. Moreover, 3G Operators were currently trying to recover from the high payments they made for licences which had resulted in large debts. It was noted, however, that specific activities had already been funded by the GSMA and that this constituted a form of voluntary contribution. Mr Rosenbrock added that whilst the GSMA had already contributed to the work of 3GPP, only a small proportion of their members belonged to the Organizational Partners and that the vast majority did not contribute to the work despite their revenue being entirely dependant on 3GPP results.

The recommendation had also be made that consideration be given to the merger of TSG GERAN and TSG RAN when conditions permit. The TSG GERAN and TSG RAN Chairmen confirmed that the current work load meant that it would not be possible to merge these activities without an increase in cost and reduced efficiency but that the recommendation would certainly be considered as their respective workloads were reduced.

After due consideration of the recommendations made by the 3GPP Heads of Delegation, the Organizational Partners approved the results as the basis for determining the Partner payments in 2004. On this basis, the Funding and Finance Group were requested to calculate the Payments to be made by the 3GPP Partners and, through that process, to determine the number of Individual Members for each Partner.

Decision OP10/3: The recommendations made by 3GPP Heads of Delegation in respect of the funding model for 2004 approved by the Organizational Partners [3GPP/OP#10(03)07].

Action OP10/: Funding and Finance Group to calculate the Payments to be made by the 3GPP Partners in accordance with the recommendations contained in [3GPP/OP#10(03)07].
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6.4 2004 Budget and Partner Commitments

The Secretary presented the proposed budget which had been prepared and recommended by the Funding and Finance Group [3GPP/OP#10(03)08].

The Partners approved the proposed budget for 3GPP support as reproduced below:

Budget Line	2004 allocation
MCC Staff	970
Additional support staff	150
MCC Contractors	1695
Travel and subsistence	600
Overheads	1660
Contingency	200
Total	5275 kEUR

Decision OP10/4: 3GPP support budget approved by the Partners at 5275 kEUR.

The Partners considered the recommendation made by the PCG that 754kEUR should be allocated in 2004 for the further development of TTCN and that TSG T should be requested to determine the allocation of that resource among the various demands taking into account the priorities expressed by the MRPs and GCF. The Partners approved this recommendation as tabulated below:

Task description	2004 Allocation
TTCN for MS interoperability (FDD and TDD)	754
Total	754 kEUR

Decision OP10/5: 3GPP specific tasks budget approved by the Partners at 754 kEUR.

Action OP10/3: TSG T to determine how their TTCN resources should be allocated between the FDD and TDD modes taking into account the respective priorities of the work expressed by MRPs and GCF.

The Partners also noted the continuing need for voluntary contributions to assist with the TTCN work and requested the Secretary to initiate a call for such contributions.

Action OP10/4: Secretary to issue a call for voluntary contributions in respect of the TTCN work being undertaken within TSG T.

7 3GPP Partnership Issues

There were no matters raised under this Agenda item.

8 Correspondence

There were no matters raised under this Agenda item.

9 Regional Regulatory Issues

Mr Chauveau (ETSI) gave a presentation concerning the new regulatory environment within Europe and how that might impact on 3GPP's work. The Partners noted this presentation and the interest shown in receiving similar information from other regions [3GPP/OP#10(03)09].

10 A.O.B

There were no matters raised under this agenda item.

11 Closure of Meeting and Next Meeting Dates

There being no further business the meeting was closed.

Next meetings:

OP#11: 15 April Europe
OP#12: 7 October Korea

Annex A Adopted agenda

		Documents
1	Opening of Meeting and Chairman's Remarks	
2	Approval of Agenda	1r1, 2
3	Approval of Report of OP#9 3.1 Actions arising	OP#9_14r1 3
4	Results from PCG#11 and matters arising	
5	3GPP Progress	
6	3GPP Funding 6.1 Report of Funding and Finance Group activities 6.2 2003 Expenditure and Year End Forecast 6.3 Result of Heads of Delegation meeting (Geneva, 4 June 2003) and Funding arrangements for 2004 onwards 6.4 2004 Budget and Partner Commitments	5 6 7 8
7	3GPP Partnership issues	
8	Correspondence	
9	Regional Regulatory Issues	9
10	A.O.B	
11	Closing of Meeting and Next Meeting Dates	

Annex B List of Decisions

N?.	DECISION
D-OP10/1	Report of OP#9 approved [3GPP/OP#9(03)14r1].
D-OP10/2	The further continuation of 3GPP confirmed by the Partners in accordance with Article 57 of the 3GPP Working Procedures.
D-OP10/3	The recommendations made by 3GPP Heads of Delegation in respect of the funding model for 2004 approved by the Organizational Partners [3GPP/OP#10(03)07].
D-OP10/4	3GPP support budget approved by the Partners at 5275 kEUR.
D-OP10/5	3GPP specific tasks budget approved by the Partners at 754 kEUR.

Annex C List of Actions

Nº.	RESPONSIBLE	ACTION
A-OP10/1	Secretary	To inform CCSA and TD SCDMA Forum that the signing ceremony for their acceptance as Partners in 3GPP would take place at the next OP meeting (April 2004).
A-OP10/2	Funding and Finance Group	To calculate the Payments to be made by the 3GPP Partners in accordance with the recommendations contained in 3GPP/OP#10(03)07 .
A-OP10/3	TSG T	To determine how their TTCN resources should be allocated between the FDD and TDD modes taking into account the respective priorities of the work expressed by MRPs and GCF.
A-OP10/4	Secretary	To issue a call for voluntary contributions in respect of the TTCN work being undertaken within TSG T.

Annex D List of documents

Doc. No.	Title	Source	Agenda
OP9_14r1	Draft Revised Summary Minutes, Decisions and Actions from 9 th 3GPP OP Meeting	Secretary	3
OP10_01r1	Proposed Draft Revised Agenda	Chairman	2
OP10_02	List of Documents	Secretary	all
OP10_03	Actions Status List	Secretary	3.1
OP10_04	List of Participants	Secretary	all
OP10_05	Funding and Finance Group Activity Report	FFG Chairman	6.1
OP10_06	Financial Status Report as at June 30 2003	FFG Chairman	6.2
OP10_07	Summary of Heads of Delegation discussions on 3GPP funding	3GPP Organizational Partner Heads of Delegation	6.3
OP10_08	Draft 2004 Budget	FFG Chairman	6.4
OP10_09	ETSI and the new European regulatory framework : presentation to 3GPP PCG / OP	ETSI	9
OP10_10	Draft Meeting Report	Secretary	all

Annex E List of Participants

Dr. Asok Chatterjee	Chairman
Mr. Adrian Scrase	Secretary
Mr. Yukitsuna Furuya	ARIB
Mr. Yukio Yoshimura	ARIB
Mr. Kohei Satoh	ARIB
Mr. Kunio Watanabe	ARIB
Mr. Seizo Onoe	ARIB
Mr. Karl Heinz Rosenbrock	ETSI

Mr. Kirit Lathia	ETSI
Mr. Simon Hicks	ETSI
Mr. Didier Chauveau	ETSI
Mr. Kari Lang	ETSI
Dr. Chuck Bailey	T1
Mr. Peter Musgrove	T1
Mrs. Sonia Garapaty	T1
Mr. Mark Younge	T1
Mr. Byoung-Moon Chin	TTA
Mr. Young Kyun Kim	TTA
Mr. Hee Joung Lee	TTA
Dr. Choi Jinsung	TTA
Dr. Kyu-Jin Wee	TTA
Mr. Nob Horisaki	TTC
Mr. Koji Yamamoto	TTC
Mr. Keiji Yoshino	TTC
Mr. Masami Yabusaki	TTC
Mr. Jean-Pierre Bienaimé	UMTS Forum
Mrs Antonella Napolitano	UMTS Forum
Mr. Chris Pearson	3G Americas
Mr. Bosco Fernandez	Ipv6 Forum
Mr. Bill Best	GSM Association
Mr. Stephen Hayes	TSG CN Chairman
Mr. Kunihiko Taya	TSG CN Vice Chairman
Mr. Iain Sharp	TCG CN Vice Chairman
Mr. François Courau	TSG RAN Chairman
Mr. Eisuke Fukuda	TSG RAN Vice Chairman
Mr. Donald E. Zelmer	TSG RAN Vice Chairman
Mr. Niels Peter Skov Andersen	TSG SA Chairman - TSG GERAN Chairman
Mr. Gary Jones	TSG SA Vice Chairman
Mr. Hiroshi Nakamura	TSG SA Vice Chairman
Mr. Ed Ehrlich	TSG T Vice Chairman
Mr. Kevin Holley	TSG T Vice Chairman
Mr. Michael Faerber	TSG GERAN Vice Chairman
Mr. Marc Grant	TSG GERAN Vice Chairman
Mr. Henry Cuschieri	TIA
Ms. Haruko Horino	Interpreter
Mr. Tom Eskildsen	Interpreter