



COMMERCE COMMISSION

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To all persons that have a material interest in the standard terms determination for co-location on cellular mobile transmission sites

Mobile Co-location Conference - Administrative arrangements

This letter outlines the arrangements and key issues for the Commission's upcoming conference for the Mobile Co-location STD. The Commission had previously advised that the conference would be held on Thursday 9 October 2008.

The Mobile Co-location conference will now be held on **Thursday 9 October and Friday 10 October 2008**. The conference will be held in Wellington.

Background

On 25 July 2008 the Commission released its draft Standard Terms Determination (**STD**) for the Mobile Co-location Service. Submissions on the draft STD were received from interested parties on 22 August 2008, and cross-submissions were received on 8 September 2008. The conference is the next step in consultation for preparation of the final Mobile Co-location STD.

The conference will allow the Commission to consult on the draft Mobile Co-location STD and ask questions on particular aspects of submissions and cross-submissions. It will also provide interested parties with an opportunity to provide an overview of their position, by presenting opening and closing statements.

The Commission has identified a number of key items that it wishes to discuss at the conference. An indicative agenda is provided below:

Day One

Opening statements

Unacceptable performance degradation

- Calculation of loss in link budget

- Impact of 0.5dB vs 1.0dB loss in link budget
- Protection of emergency services/commercial co-locators¹

Day Two

Unacceptable performance degradation (continued)

Site alterations

- Antenna minimisation, antenna rearrangement and mast extension, revision or replacement
- Impact of antenna minimisation on network optimisation

Access provider forecasting and use of reserved space

- 2 year vs 5 year forecast horizon
- Use of reserved space

Greenfields co-location

- Practical difficulties
- Voluntary vs mandatory process

Service levels and penalties

- Service level capacity limit
- Penalty regime

Common format site database

- Purpose/accuracy
- Sites to be included in the database

Implementation timeframes

- OSS and common format site database implementation
- Soft launch

Other issues

Closing statements

The Commission's preliminary views on these key issues, and guidance as to the types of questions that will be asked, are provided in the attached discussion document.

The parties must have their nominated experts available to respond to the Commission's questions in relation to the above items. The Commission will send out a more detailed agenda on Friday 3 October, once parties have informed the Commission of whether they want to present an opening and/or closing statement.

¹ Commercial co-locators are those parties who are co-located on an Access Provider's site under agreements separate to this STD.

Venue and timing

The Mobile Co-location conference will be held in the Commission's ground floor conference room located at 44-52 the Terrace, Wellington on Thursday 9 and Friday 10 October 2008.

The conference will start at 2.00 pm on 9 October and 9.00 am on 10 October. The Commission will provide estimated finishing times on Friday 3 October. There will be a lunch break and breaks for morning and afternoon tea on day two.

Procedure for presenting statements

Oral statements will be made from a central table. Parties are not required to provide a statement of issues or written submissions at the conference. Parties may not raise new matters and discussion will be limited to clarification of those issues that have been raised in submissions and cross-submissions throughout the Mobile Co-location STD process.

The Commission has decided to allow an extended period for opening statements. Parties are invited to spend up to 40 minutes summarising their positions on the key issues raised throughout the Mobile Co-location STD process if they wish to.

Each issue will be introduced by the Commission. Members of the Commission and staff will question the parties. Given the extended period for opening statements, parties will not be given a further opportunity to provide a summary of their position on each issue as it is introduced.

The parties may only ask questions of the Commission for the purpose of clarifying a question. No party will have the right to cross-examine any other party during the proceedings. If necessary, closed sessions will be arranged where confidential information is to be discussed.

All parties are required to provide 30 copies for attendees of any document produced during the conference which clarifies their position on matters raised in their submissions and cross-submissions. Following the conference, an electronic version of the document must also be produced (pdf format preferred) for publishing on the Commission's website.

A computer and data projector will be available for use by parties making statements.

As is normal procedure, the conference will be recorded on audiotape. A stenographer will also provide a transcript of the conference.

Copies of the transcript will be made available on the Commission's website.

If you wish to present an opening and/or closing statement at the conference, please provide the names of the presenters to Matthew Bailey (matthew.bailey@comcom.govt.nz) by 5pm on Wednesday 1 October. Please also provide the names of those people who will attend the

conference from your organisation, including any nominated experts who wish to participate in the discussion on the relevant issues.

Other matters

Tea and coffee will be available for all participants. All mobile phones must be turned off during the proceedings.

A detailed agenda including specific time slots for items will be released on Friday 3 October.

Should you have any queries, please contact Matthew Bailey on (04) 924 3656.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Tom Forster', with a horizontal line drawn through the middle of the signature.

Tom Forster
Manager
Telecommunications Branch
Commerce Commission