Draft Agenda

Location:	**Baltic Beach Hotel**
	Jūras iela 23/25, Jūrmala

Date:	**Time**
15 November 2012	11:00-17:30
16 November 2012	09:00-13:00

15 November 2012 (Thursday)

11:00   Start of Meeting

1. Opening of the meeting and adoption of the agenda   11:00-11:05

Title(s)	Draft BEREC CN Agenda
Document No(s).	BEREC CN (12) 106
Background	No
Action required by CN	To agree on the agenda and identify any points to be raised under AOB

2. Information by the Chair   11:05-11:15

Title(s)	Information by the Chair
Document No(s).	No
Background	Oral report on the BEREC Chair's communication activities and significant meetings conducted since the last Plenary and information on the forthcoming elections of BEREC Chair 2014 and Vice-chairs 2013. Presentation by RTR of the results from the electronic voting and information on outcome from the electronic clearance on the BEREC high-level statement on NRAs independence.
Action required by CN	To take note and to agree on the way forward

3. 2013 Work Programme (WP)
3.1. Draft 2013 BEREC WP   11:15-11:35

Title(s)	Draft 2013 BEREC WP
Document No(s).	BEREC CN (12) 109: BEREC Report on the outcome from the PC on the draft 2013 BEREC WP
	BEREC CN (12) 110 Draft 2013 BEREC WP – revised version
Background	Presentation by EETT of the revised draft BEREC 2013 WP and of the results from the outcome of the public consultation on the draft.
Action required by CN	To discuss and to pass to BoR for approval for publication and implementation

4. Benchmarking   11:35 -12:00

Title(s)	Updated questionnaire and methodology for TR benchmarking report and sharing of information with the European Commission
Document No(s).	BEREC CN (12) 111 Updated questionnaire MTR
	BEREC CN (12) 112 Updated questionnaire FTR
Background	Presentation by CMT of the updated questionnaire and methodology for the TR benchmarking report.
Action required by CN	To discuss and pass to BoR for approval.

5. Framework Implementation (FI)

5.1. NRAs' regulatory capacity and administrative requirements   12:00-12:20

Title(s)	NRAs' regulatory capacities and administrative requirements
Document No(s).	No document
Background	Oral update by AGCOM on the fact-finding report benchmarking exercise on NRAs' regulatory capacity
	Information on the update of the 2011 report on administrative authorization requirements.
Action required by CN	To discuss and agree on the way forward

5.2. OPTA request on USO   12:20-12:40

Title(s)	OPTA request on USO
Document No(s).	No document
Background	Oral update on BEREC's response to the OPTA request on USO by AGCOM
Action required by CN	To take note

6. Convergence and Economic Analysis   12:20 -12:30

Title(s)	Public consultation by DG Connect on the update of the recommendation on relevant markets
Document No(s).	No document
Background	Oral update by CMT of the public consultation by DG Connect on the update of the recommendation on relevant markets.
Action required by CN	To discuss

7. Evaluation of BEREC and the BEREC Office   12:30-12:40

Title(s)	Evaluation of BEREC and the BEREC Office
Document No(s).	No document
Background	Oral up-date by OPTA on the outcome form the electronic voting in relation of the preparation of the evaluation of BEREC and the BEREC Office and information on the next steps.
Action required by CN	To take note and to decide whether to pass it for information to the BoR

8. BEREC international activities   12:40-12:50

Title(s)	BEREC international activities
Document No(s).	BEREC CN (12) 113
Background	Presentation by EETT and RTR of information on the recent BEREC international activities.
Action required by CN	To discuss and to pass it to BoR for considering the way forward

13:00-14:00	**Lunch break**

9. Information by the BEREC Office   14:00-14:15

Title(s)	- BEREC 2012 Work Programme (WP) status - Request for resource commitments for 2013 (only oral update) - Coordination of the preparation of the Annual report on developments in the electronic communications sector in 2012 (only oral update) - Contact lists pack
Document No(s).	BEREC CN (12) 114 BEREC CN (12) 115
Background	Presentation by the BEREC Office of the state of play of the BEREC 2012 WP, up-dated contact lists of the BEREC Heads and BEREC CN Members, information about the request for resource commitments for 2013 and the coordination of the preparation of the Annual Report for 2012.
Action required by CN	To take note

10. BEREC Newsletter   14:15-14:30

Title(s)	Draft BEREC Newsletter
Document No(s).	BEREC CN (12) 116
Background	Presentation by the BEREC Office AM of the outlines of the December 2012 BEREC Newsletter edition.
Action required by CN	To discuss and to pass it to BoR for approval

11. Documents related to the functioning of the BEREC Office   14:30:-15:30

11.1.   2012 BEREC Office Budget

Title(s)	Oral up-date on the 2012 BEREC Office Budget

Document No(s).	BEREC CN (12) 117
Background	Presentation by the BEREC Office AM of the status of execution of BEREC Office budget for 2012.
Action required by CN	To take note and to pass it to MC for information

11.2. BEREC Office Staff Policy

Title(s)	BEREC Office Staff Policy
Document No(s).	BEREC CN (12) 119: Draft staff implementing rules on temporary occupation of management posts
	BEREC CN (12) 120: Draft staff implementing rules on harassment
	BEREC CN (12) 121: Draft staff implementing rules on tele-working
	BEREC CN (12) 122: BEREC Office Multi-annual Staff Policy Plan for 2014-2016
	BEREC CN (12) 123: Appointment of the BEREC Office Accounting Officer
Background	Presentation by the BEREC Office AM of the aforementioned BEREC Office Staff Policy draft documents and an oral update on delegation of powers to the AM in HR matters.
Action required by CN	To consider and to submit to MC for approval.

11.3. Recruitments to BEREC Office

Title(s)	Information on on-going recruitment procedures
Document No(s).	No document
Background	Oral up-date by the BEREC Office AM on-going recruitment procedures
Action required by CN	To take note

11.4. IAS Strategic Audit Plan 2013 – 2015

Title(s)	IAS Strategic Audit Plan 2013 – 2015.
Document No(s).	BEREC CN (12) 124
Background	Presentation by the BEREC Office AM of the findings of the EC Internal Audit Service (IAS) risk assessment in July 2012 and of the IAS Strategic Audit Plan for the BEREC Office 2013 – 2015.
Action required by BoR	To take note and to pass to the MC for the approval

11.5. Upcoming Procurements

Title(s)	Upcoming procurements in the BEREC Office
Document No(s).	No
Background	Presentation by the BEREC Office AM and RTR to the planned procurements
Action required by CN	To take note

15:30-16:00   Coffee break

12. Expert working groups (EWG) for the implementation of the 2013 BEREC WP

16:35-11:45

Title(s)	Expert working groups (EWG) for the implementation of the 2013 BEREC WP
Document No(s).	BEREC CN (12) 125 Draft Decision for the establishment of Expert Working Groups (EWGs) for the implementation of the 2013 BEREC WP
Background	Presentation by EETT of the Decision for the establishment of Expert Working Groups (EWGs) for the implementation of the 2013 BEREC WP
Action required by CN	To discuss and to pass it to BoR for approval

13. Project Requirements Documents (PRDs) for the implementation of the BEREC 2013 Work Programme - Part I   16:00-16:45

Title(s)	• Framework Implementation EWG • Convergence and Economic Analysis EWG • International Roaming EWG • End User EWG • BEREC-RSPG EWG • Benchmarking EWG
Document No(s).	BEREC CN (12) 126
Background	The draft PRDs for each work item assigned to the EWGs will be presented by the EWG Chairs
Action required by CN	To discuss and to pass to BoR for approval

14. Net Neutrality (NN) – Part I   16:45-17:30

14.1. Follow-up of Guidelines on transparency in the scope of NN

Title(s)	Follow-up of Guidelines on transparency in the scope of NN
Document No.	BEREC CN (12) 127 Summary Report of the national situations concerning transparency BEREC CN (12) 128 Detailed examples and illustrations BEREC CN (12) 129 Report on the outcomes of the meeting with stakeholders
Background	Presentation by ARCEP of the monitoring activities regarding the implementation of the Guidelines on transparency in the scope of NN
Action required by CN	To discuss the findings and to pass to BoR for decision on the related aspects in the WP 2013.

14.2. General Update on other Net Neutrality Issues

14.2.1. Information on USD Article 22(3) notification procedure

Title(s)	USD Article 22(3) notification procedure
Document No.	No document
Background	Oral up-date by ARCEP of activities under USD Article 22(3) notification procedure
Action required by CN	To discuss and take note.

14.2.2. SamKnows Broadband Study

Title(s)	SamKnows broadband study
Document No.	No document
Background	Oral up-date by ARCEP.of the SamKnows Broadband study
Action required by CN	To discuss and take note.

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16 November 2012 (Friday)

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9:00	Start of Meeting

14. Project Requirements Documents (PRDs) for the implementation of the BEREC 2013 Work Programme - Part II 09:00-09:40

Title(s)	- NGN EWG - Net Neutrality EWG - Remedies EWG - Regulatory Accounting EWG
Document No(s).	BEREC CN (12) 126
Background	The draft PRDs for each work item assigned to the EWGs will be presented by the EWG Chairs
Action required by CN	To discuss and to pass to BoR for approval

15. Net Neutrality (NN) – Part II

15.1. Outcome from the public consultation on NN topic and presentation of the final draft BEREC document 09:40-10:20

Title(s)	Outcome from the public consultation (PC) on NN topic and presentation of the final draft BEREC documents
Document No(s).	BEREC CN (12) 130 Draft BEREC Report on the results from the BEREC public consultations on NN held in the period 29 May – 31 July 2012 BEREC CN (12) 131 Draft BEREC Guidelines for quality of service in the scope of NN BEREC CN (12) 132 Draft report on differentiation practices and related competition issues in the scope of NN BEREC CN (12) 133 Draft BEREC Report "An assessment of IP-interconnection in the context of NN"
Background	Presentation by NPT/ARCEP/CMT/BNetzA of the outcome from the PC on NN and of the final draft BEREC documents as specified above.
Action required by CN	To discuss and pass to BoR for approval for publication.

15.2. Response to the Commission's NN questionnaire 10:20-10:40

Title(s)	Response to the Commission's NN questionnaire
Document No(s).	BEREC CN (12) 134 Draft BEREC Response to the Commission's NN questionnaire

Background	Presentation by NPT/ARCEP of a draft BEREC response to the Commission's questionnaire on NN related aspects.
Action required by CN	To discuss and to pass to BoR for approval for submission to the Commission and for publication.

15.3. BEREC High-Level NN Policy   10:40-11:00

Title(s)	BEREC High-Level NN Policy Papers
Document No(s).	BEREC CN (12) 135 Draft paper "BEREC and NN: the doctrine summary" BEREC CN (12) 136 Draft paper "High-Level overview of BEREC approach to NN"
Background	Presentation by NPT/ARCEP of two draft documents regarding NN (long and short version), summarizing three years of BEREC activities within this area.
Action required by CN	To discuss and to pass to BoR for approval for publication.

11:00-11:30	Coffee break

16. Review of Common Positions (CPs) on and Wholesale Local Access (WLA), Wholesale Broadband Access (WBA) and Wholesale Leased Lines (WLL)   11:30 -12:00

Title(s)	Review of Common Positions on WLA, WBA and WLL
Document No(s).	BEREC CN (12) 137: Draft BEREC Report on the results from the PC on the review of BEREC CPs held in the period 28 Sept. – 18 Oct. 2012 BEREC CN (12) 138 Draft CPs on WLA BEREC CN (12) 139: Draft CPs on WBA BEREC CN (12) 134 Draft CPs on WLL BEREC CN (12) 141 Draft Glossary
Background	Presentation by the Remedies and NGN EWG Chairs (Ofcom and BNetzA) of the revised BEREC CPs on WLA, WBA and WLL following the public consultation held in the period 28 Sept. – 18 Oct. 2012. The presentation will also include an overview of the results from the public consultation.
Action required by CN	To discuss the revised BEREC Common Positions on WLA, WBA and WLL and submit them to BoR for approval for publication.

17. Information on the outcome from the Extraordinary Plenary meeting (15 November 2012, Brussels)   12:00-12:20

Title(s)	Information on the outcome from the Extraordinary Plenary meeting (15 November 2012, Brussels)
Document No(s).	No
Background	Presentation Ofcom and BNetzA on the outcome from the Extraordinary Plenary meeting (15 November 2012, Brussels)
Action required by CN	To take note

18. Information from the Commission 12:20-12:40

Title(s)	Information from the Commission
Document No(s).	No document
Background	Oral up-date by the Commission on Commission initiatives not mentioned previously.
Action required by CN	To take note and to pass it to BoR for information

19. AOB 12:40-13:00

19.1. Information by MCA/RTR on the next BEREC Plenary Meeting (6-7 December 2012, Saint Julian's)

Title(s)	- 13th meeting of the Board of Regulators (6-7 December 2012, Saint Julian's) - 13th meeting of the Management Committee of the BEREC Office (6 December 2012, Saint Julian's)
Document No(s).	BEREC CN (12) 107 BEREC CN (12) 108
Background	Presentation by the MCA/RTR of information on the forthcoming plenary meetings
Action required by CN	To take note

19.2. BEREC Workshops (5 December 2012, Saint Julian's)

Title(s)	BEREC Workshops (5 December 2012, Saint Julian's)
Document No(s).	No document
Background	Oral up-date by ANCOM and OFCOM on the state of play of the preparation of the BEREC Workshops.
Action required by CN	To take note

19.3. Information by BAKOM on the next CN meeting (7-8 February 2013, Switzerland)

Title(s)	Next CN meeting
Document No(s).	No document
Background	Presentation by BAKOM of information on the venue of the next CN meeting (7-8 February 2013, Switzerland)
Action required by CN	To take note

13:00	End of Meeting