

47th Ordinary Plenary Meeting of the BEREC Office Management Board (MB)

Hosted virtually

Conclusions

Chairperson: Michel Van Bellinghen

Chairman of the Council (BIPT)

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Annex I - List of documents

Main Results of the 47th BEREC Office MB Meeting

The BEREC Office Management Board held its 47th Ordinary Plenary Meeting virtually on 11 June 2021.

During the Meeting, the MB discussed and/or approved the following documents:

1. Documents approved as 'A' items:

For publication:

- MB (21) 32 Draft Decision No MB/2021/05 of the Management Board of the Agency for Support for BEREC ('the BEREC Office') on the appointment of the Co-Chair of the Sustainability Expert Networking Group

2. Documents submitted for information:

- MB (21) 33 Conclusions of the 2nd BAG meeting
- MB (21) 34 Progress Report on the ratification and preparation for implementation of the Headquarters Agreement between the Agency for Support for BEREC and the Government of the Republic of Latvia
- MB (21) 35 Draft Report on Smart Office solutions

3. Other topics discussed:

The Management Board of the BEREC Office was updated on the recent activities of the BAG, the Sustainability ENG WG regarding the assessment of the environmental footprint of BEREC and the BEREC Office, and Communications ENG regarding the revision of its mandate and ongoing activities.

4. Next Meeting

The next Ordinary Plenary Meeting of the MB will take place on **1 October 2021**, and will be held in Croatia, subject to the COVID-19 situation.

Introduction and participation

The BEREC Office MB held its 47th Ordinary Plenary Meeting virtually on 11 June 2021.

The Meeting was attended by the Heads and/or high-level representatives of the National Regulatory Authorities (NRAs) with primary responsibility for overseeing the day-to-day operation of the markets for electronic communications networks and services established in each Member State of the European Union (EU) and by the European Commission. Heads and high-level representatives of the NRAs with whom BEREC has concluded working arrangements were also present.

List of documents

The list of final documents approved by the meeting for publication, in compliance with the BEREC Regulation and the MB transparency rules, is presented in Annex to the Conclusions.

Items discussed

A short overview of the information presented under each agenda item, a summary record of the proceedings, and a record of the conclusions reached by the MB are presented below.

1 Opening of the meeting and adoption of the agenda

Document(s)	MB (21) 31 Draft MB Agenda
Introduction by	MB Chairperson (BIPT)
Information presented	The MB Chairperson opened the meeting and presented the agenda for approval by the MB. The MB members were invited to suggest any additional issues to be raised or presented under 'Any other business' (AOB).
Conclusion	The MB approved the agenda with no changes.

2 List of 'A' items

Document(s)	<u>Approval for publication:</u> MB (21) 32 Draft Decision No MB/2021/05 of the Management Board of the Agency for Support for BEREC ('the BEREC Office') on the appointment of the Co-Chair of the Sustainability Expert Networking Group
Introduction by	MB Chairperson (BIPT)
Information presented	The MB Chairperson presented the list of 'A' items, as set out above. The list of 'A' items has been drawn up on the basis of the comments submitted by the BEREC Office Advisory Group (BAG) and the Contact Network (CN). The MB Chairperson also drew the MB's attention to the information documents provided by the BEREC Office. These documents have been submitted alongside the 'A' items for information purposes alone and do not require any action from the MB.
Conclusion	The MB approved the document included in the 'A' item list.

3 Sustainability ENG - oral update on the work

Document(s)	No document
Introduction by	Sustainability ENG Co-Chair (BEREC Office)
Information presented	The Sustainability ENG Co-Chair presented the work performed by the ENG on assessing the environmental footprint of BEREC and the BEREC Office. He outlined the 3 main steps that the BEREC Office could take to reduce its environmental footprint: 1) Offsetting CO ₂ emissions; 2) Setting targets for greener operations by reducing BEREC's and the BO's travel emissions by 40% against the 2019 baseline, promoting renewable energy, introducing greener procurements and providing BEREC and the BEREC Office with the tools to calculate CO ₂ emissions; 3) Committing to the EU Eco-Management and Audit Scheme certification.

	This presentation was given in order to raise awareness of this topic, while discussions on more strategic aspects would follow in the 3 rd Plenary Meeting.
Conclusion	The MB took note of the information.

4 Oral update from the Communications ENG on the revision of its mandate and ongoing activities

Document(s)	No document
Introduction by	Communications ENG Co-Chairs (MCA/ComReg)
Information presented	<p>The Communications ENG Co-Chairs informed the MB about the Group's work and updated the MB on the changes to the Group's mandate.</p> <p>The Co-Chairs reported on the changes to be made in the Communications strategy and the SPD. They presented the main communications objectives and the key topic of the Communication Plan 2021, i.e. promoting the future of connectivity, in particular Very High-Capacity Networks (VHCNs).</p> <p>The Co-Chairs also presented to the MB the activities and outputs on which the ENG has been working: brochure, presentations, set of 12 visuals, animations, explanatory factsheet on VHCNs, and others.</p>
Conclusion	The MB took note of the information.

5 Recent activities of the BEREC Office Advisory Group (BAG)

Document(s)	<p>MB (21) 33 Conclusions of the 2nd BAG meeting</p> <p>MB (21) 34 Progress Report on the ratification and preparation for implementation of the Headquarters Agreement between the Agency for Support for BEREC and the Government of the Republic of Latvia</p> <p>MB (21) 35 Draft Report on Smart Office solutions</p>
Introduction by	<p>BAG Chair (BNetZA)</p> <p>BEREC Office Director</p>
Information presented	<p>The BAG Chair informed the MB about the recent BAG activities, including the outcome of its second ordinary meeting of 12 May 2021. She briefly presented to the MB the documents listed above and the BAG's opinion on them.</p> <p>She reported on the work of the IT ENG and two documents prepared by the group. She noted that one of them had been submitted to the CN and MB for information.</p> <p>Concerning the appraisal procedure, the BAG Chair reported that the European Commission's opinion was still awaited to allow for the alignment of the provisions with the requirements of the BEREC Regulation.</p> <p>The BAG Chair also informed the MB that the Consolidated Annual Activity Report was under consultation by the BAG and would be submitted for e-voting procedure for adoption by 30 June 2021.</p> <p>The Director of the BEREC Office briefed the MB on the progress achieved in ratifying the Headquarters Agreement (HQA). He reported that the HQA had been adopted by the Latvian Parliament and that formal notification</p>

	<p>from the Latvian authorities was awaited. Concerning the Service Level Agreement (SLA), he informed the MB that the work was progressing and was in its final stages. He highlighted that the major difference between the old and new approach was the establishment of the Liaison Office once the agreements had entered into force. He noted that several areas of operation, such as the status of the BEREC Office staff, should improve.</p> <p>He informed the MB that the Latvian authorities had made a commitment to establishing the European School for the academic year 2022/23, but that this did not appear to be feasible in his opinion. He noted that this could be an item that required escalation. He stated that an interim solution had been proposed until the European School is established, but that this was also not progressing as expected.</p> <p>The BEREC Office Director also updated the MB about the progress with budgeting and executing the BEREC Office's budgets for 2019, 2020, 2021 and 2022, and their current status.</p>
Conclusion	The MB took note of the information.

6 AOB

Information on the 48th MB ordinary meeting (29 September – 1 October 2021, Croatia)

Document(s)	No documents
Introduction by	MB Chairperson (BIPT) Representative of HAKOM
Information presented	The MB Chairperson and the Representative of the meeting host, HAKOM, provided information on the logistics for the meeting.
Conclusion	The MB took note of the information.