

51st Ordinary Plenary Meeting of the BEREC Office Management Board (MB)

Hosted in a hybrid format

Conclusions

Chairperson: Annemarie Sipkes

Director of Telecommunications, Transport and Postal
Services Department
Netherlands Authority for Consumers and Markets (ACM)

10 June 2022

Contents

Main Results of the 50 th BEREC Office MB Meeting.....	3
Introduction and participation	3
List of documents	3
Items discussed	3
1 Opening of the meeting and adoption of the agenda.....	Error! Bookmark not defined.
2 Recent activities of the BEREC Office Advisory Group (BAG).....	Error! Bookmark not defined.
3 Annual activity Report of the BEREC Office DPO	Error! Bookmark not defined.
4 BEREC Communications activities – oral update on BEREC visual identity	Error! Bookmark not defined.
5 AOB	Error! Bookmark not defined.
5.1 Information on the 51 st MB ordinary meeting (8-10 June 2022, Cyprus).....	Error! Bookmark not defined.

Annex I - List of documents

Main Results of the 50th BEREC Office MB Meeting

The BEREC Office Management Board held its 51st Ordinary Plenary Meeting on 10 June 2022, virtually.

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

1. Documents approved as 'A' item for publication:

- MB (22) 31 Decision of the Management Board of the Agency for Support for BEREC ('the BEREC Office') on working time and hybrid working

2. Documents approved as 'A' item for internal use:

- MB (22) 26 BEREC and the BEREC Office visual identity brand book

3. Documents approved as regular items, for information:

- MB (22) 27 Conclusions of the 2nd BAG meeting
- MB (22) 28 Report on discharge in respect of the implementation of the budget of the Agency for Support for BEREC (BEREC Office) for the financial year 2020
- MB (22) 29 Status report and an envisaged roadmap dedicated to the new premises
- MB (22) 30 Preliminary observations in view of the annual report on EU agencies for the financial year 2021, and which relate specifically to BEREC Office
- MB (22) 32 Information paper on the concept for the new BEREC website design

4. Next Meeting

The next Ordinary Plenary Meeting of the MB will take place on 7 October 2022, Salzburg, Austria.

Introduction and participation

The BEREC Office Management Board held its 51st Ordinary Plenary Meeting on 10 June 2022, virtually.

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 which 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 (22) 25 Draft MB Agenda
Introduction by	MB Chairperson (ACM) Annemarie Sipkes (Annemarie.Sipkes@acm.nl)
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 issue to be raised or presented under “Any other business” (AOB).
Conclusion	The Agenda was adopted with no changes.

2 List of ‘A’ items

Document(s)	<u>Approval for internal use:</u> MB (22) 26 BEREC and the BEREC Office visual identity brand book <u>Approval for publication:</u> MB (22) 31 Decision of the Management Board of the Agency for Support for BEREC (‘the BEREC Office’) on working time and hybrid working
Introduction by	MB Chairperson (ACM) Annemarie Sipkes (Annemarie.Sipkes@acm.nl)
Information presented	The MB Chairperson presented the list of ‘A’ items, as set out above. The list of ‘A’ items had been drawn up on the basis of the BEREC Office Advisory Group (BAG) and Contact Network (CN) comments.
Conclusion	The BoR approved the documents included in the ‘A’ item list.

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

Document(s)	MB (22) 27 Conclusions of the 2 nd BAG meeting MB (22) 28 Report on discharge in respect of the implementation of the budget of the Agency for Support for BEREC (BEREC Office) for the financial year 2020 MB (22) 29 Status report and an envisaged roadmap dedicated to the new premises MB (22) 30 Preliminary observations in view of the annual report on EU agencies for the financial year 2021, and which relate specifically to BEREC Office
Introduction by	BAG Chair (BNetZA) Annegret Groebel (annegret.groebel@bnetza.de) BEREC Office Director Laszlo Igneczi (Laszlo.IGNECZI@berec.europa.eu)
Information presented	The BAG Chair informed the MB about the BAG’s recent activities, including the outcome of its Ordinary Meeting, which was held on 13 May 2022. The MB was updated on the following topics:

	<ul style="list-style-type: none"> - Discharge 2020, audit 2021, operation 2022, budget preparation for 2023 The Director of the BEREC Office presented the state of play in relation to the subsequent BEREC Office budgets. He also informed the MB that, as usual, an e-vote on the Consolidated Annual Activity Report for 2021 (CAAR 2021) and the MB Opinion of the Final Accounts for 2021 is planned to take place in the following days. - IAS audit 2022 on BEREC Office Working Group (WG) support The BAG Chair informed the MB that this topic will be covered in more detailed at the next MB meeting. The final Report will be presented together with the Action Plan addressing the IAS recommendations. - New staff implementing rules on working time and hybrid work - Visual identity and Website project - Information on the ‘House of Europe’ project The Director of the BEREC Office recalled that the Agency’s current building does not meet security and technical standards. He updated the MB on the progress of the ‘House of Europe’ project and presented the location of 3 shortlisted properties that are possible locations for the new premises. He emphasised that there is no time pressure to finalise this project and BEREC Office can stay in its current premises until all the decisions are made and the ‘House of Europe’ is finalised. - Security challenges in Riga due to the war in Ukraine The Director of the BEREC Office reported about the actions undertaken by the Crisis Task Force that was established within the BEREC Office.
Conclusion	The MB took note of the information.

4 BEREC Communication activities

Document(s)	MB (22) 32 Information paper on the concept for the new BEREC website design
Introduction by	Communications Expert Networking Group Co-Chairs (MCA/ComReg) Isabel Fereday (isabel.fereday@mca.org.mt) Jennifer Gartland (jennifer.gartland@comreg.ie)
Information presented	<p>The Communications Expert Networking Group (ENG) Co-Chairs presented the new BEREC website concept. They informed the meeting participants that the project is in the second phase of developing the design and content of the website.</p> <p>The Communications ENG Co-Chairs informed the MB about the planned design direction features that will include separation of content between static and dynamic, simplification of pages and optimised URL structure. They presented to the MB the design and current development of the website wireframes and the proposed website menu structure.</p> <p>The MB was asked if it accepts the concept as proposed so that the project could continue and be finalised.</p>

Conclusion	The MB took note of the information and agreed to continue the project following the presented concept of the new BEREC website.
-------------------	--

5 Any Other Business (AOB)

5.1 Information on the 52nd MB Ordinary Meeting (7 October 2022, Salzburg, Austria)

Document(s)	No documents
Introduction by	MB Chairperson (ACM), Representative of the host NRA (RTR) Annemarie Sipkes (Annemarie.Sipkes@acm.nl) Klaus Steinmaurer (klaus.steinmaurer@rtr.at)
Information presented	The MB Chairperson and Representative of the host NRA provided information on the next MB Meeting.
Conclusion	The MB took note of the information.