

Date	May 17 th , 2017
Topic	XBRL Europe Standard Business Reporting Working Group Meeting 7
Place	Conference Call (14pm CET – 16pm CET)
Author	Frans HIETBRINK

1. Participants to the meeting

Valdek JÄRVPÖLD (EE), Elina KOSKENTALO (FI), Frans HIETBRINK (NL), Mariusz ROMANCZYK (PO), Björn RYDBERG (SE), Mikael EKLUND (SE), Daniel EIDELMAN (UA), Martin DEVILLE (UB Partner) and Hugh WALLIS (IBM).

Frans received no mails that participants will not be able to join this meeting.

Frans shares some information regarding Frankfurt.

<http://xbrleurope.org/working-groups/sbr-working-group/news-minutes>

<http://eurofiling.info/2017/>

During the Eurofiling XBRL Week some meetings are of special interest for this working group:

- Tuesday 6th:
 - ESMA Meet-the-Market
 - XBRL/iXBRL related to ESEF
 - meeting of the WG SBR
- Wednesday 7th:
 - meeting of the WG xEBR
 - XBRL Europe Day:
 - German Business Register (LEI)
 - Swedish Business Register (survey)
 - SBR WG (survey)
 - Netherlands (machine-to-machine reporting)
 - Academic tracks
- Thursday 8th:
 - Eurofiling workshops:
 - ESMA
 - Spain (comparing instances and sectorial data)
 - Netherlands (assurance and rendering)
 - Academic tracks

The session of the SBR WG is limited to 54 seats. Frans suggests that seats will be reserved for the members of the WG and that there will be some kind of limit to the number of participants per country or organization (**Action: Frans**).

Frans received a request from XBRL Europe to deliver an update for the management report 2016 of XBRL Europe. Frans will use the Charter of the WG to prepare the update (**Action: Frans**)

2. Minutes of previous Conferenc Call

There are no comments during the conference call.

3. Survey

On april 21st:

- Elina prepared a new version of the survey using the webropol-survey-tool
- Frans prepared a screenshot-version to support the discussion
http://www.xbrleurope.org/files/SBR-WG%20documents/Documents/2017-05/2017-04-21_Survey_prepared_by_Netherlands.pdf
- Elina sent private links to Alf, Mikael, Daniel, Frans and Elina

On april 24th:

- Frans sent a private link to Valdek

On april 25th:

- Elina sent a private link to the official representative of UA: Katerina Rafalska (National Securities and Stock Market Commission)

On May 8th:

- UA submitted their response

On May 10th:

- Frans sent Daniel a PDF-version of their answers:
http://www.xbrleurope.org/files/SBR-WG%20documents/Documents/2017-05/SBR_v6_-_Basic_report_Ukrain_2017-05-08.pdf

On May 12th:

- NL submitted their response
- Frans created a PDF-version of the Dutch answers
http://www.xbrleurope.org/files/SBR-WG%20documents/Documents/2017-05/SBR_v6_-_Basic_report_Netherlands_2017-05-12.pdf

To support the process of collecting answers Frans prepared a PDF-version of the survey:

http://www.xbrleurope.org/files/SBR-WG%20documents/Documents/2017-05/2017-05-04_Webropol.pdf

After the respondent submits the response it is not possible for the respondent to change the answers. It is however possible for Elina and Frans to change the answers. So if there is a mistake, the respondent can request them to make a change.

Participants discuss the process regarding the survey:

- Daniel mentions that he is not able to give formal answers regarding parties which are outside the scope of his project
- Daniel mentions that discussing the survey in UA helps to strengthen the cooperation
- Björn mentions that the survey creates a common ground for discussion
- Frans mentions that it is not easy to involve stakeholders in a survey like this when you are already working together for several years

Participants discuss the content of the reports from NL and UA:

- Björn compliments UA with the narrative story-telling
- Daniel mentions that UA would like to correct some answers.

Participants suggest to:

- use the submitted reports as study-material for the session in Frankfurt
- further improve their reports after the session in Frankfurt

Participants plan to:

- fill in the survey before May 31st by the members of the WG (**Action: Elina, Mikael**)
- ask Alf whether he will be able to submit the report before May 31st (**Action: Frans**)
- improve the survey before May 31st (**Action: Daniel, Frans**)
- present the method and the result in June (XBRL Europe)
- fill in the survey in July/August by the other members of XBRL Europe
- present the method and the result in November (XBRL International)

- fill in the survey in December/January by other countries
- prepare a report early 2018
- repeat the survey once a year

4. Inventory of present and new legislation

Participants suggest to:

- use existing inventories. Daniel mentions that the UA has an inventory from 2014. It is quite large and precise and therefore difficult to read. He will share it with the WG (**Action Daniel**)
- pay attention to ESMA, EIDAS and LEI
- have a further discussion during the meeting in Frankfurt

5. Next meetings

Our next SBR meeting (face to face) will be **June 6th** during XBRL Week in Frankfurt:

- present survey
- presents results of survey (based upon WG-participants)
- make plans regarding committing other XBRL EU-members to survey

Björn and Mikael will not be able to be in Frankfurt. SE will be represented by Karl Hansell from the Swedish Accounting Standards Board (BFN).

The conference calls will be planned after the session in Frankfurt (**Action: Frans**)

Another SBR meeting (face to face) will be in **November** during XBRL International in Paris:

- present survey
- presents results of survey (based upon XBRL EU-members)
- make plans regarding committing other XBRL II-members to survey

6. List of decisions

Number	Decision
16-11-09/01	Chair from the government NL (Frans), co-chair from FI (Elina)
16-11-09/02	One conference call per month
16-12-14/01	Meeting will be recorded to support the preparing of the Minute
16-12-14/02	Minutes will be short, not a verbal report
16-12-14/03	Draft-Minutes will be send within a week for review by the participants
16-12-14/04	Draft-Minutes will be published the next week on the website of XBRL Europe
16-12-14/05	Draft-Minutes will be finalized during the next meeting and will be published within a week
17-02-15/01	Use the Finnish survey tool to collect information
17-02-15/02	Share using mail: <ul style="list-style-type: none"> - draft version of minutes and action list - draft versions of descriptions of the application of (parts of) SBR within the participating countries - draft inventory of present and new European legislation
17-02-15/03	Share on the website for everybody to see: <ul style="list-style-type: none"> - news about next meetings - news about ongoing work - most recent minutes and action lists - charter - description of the methodology for describing SBR - general presentation(s)
17-02-15/04	Share on the closed section of the website: <ul style="list-style-type: none"> - older minutes and action lists - descriptions of the application of (parts of) SBR within the participating countries- - inventory of present and new European legislation
17-02-15/05	Decisions will be made for every individual product whether it is possible to share it on the website for everybody to see
17-02-15/06	Charter is finalized
17-03-15/01	Fill in one survey per jurisdiction
17-04-13/01	Use optional questions only (no mandatory questions besides the questions regarding the respondent

7. Actionlist: to do

Action-nr	Action	Holder	Completed
17-04-12/05	Prepare the presentation of the survey in Frankfurt	Elina, Frans	
17-04-12/06	Prepare on the inventory of present and new European legislation before May 17 th	All	
17-05-17/01	Reserved seats for the session of the WG SBR in Frankfurt	Frans	
17-05-17/02	Deliver an update for the management report 2016 of XBRL Europe	Frans	
17-05-17/03	Fill in the survey before May 31 st	Elina Mikael	
17-05-17/04	Improve the report before May 31 st	Daniel Frans	
17-05-17/05	Ask Alf whether DE will be able to submit their report before May 31 st	Frans	
17-05-17/06	Share the UA inventory of present and new EU legislation	Daniel	
17-05-17/07	Plan the Conference Calls for Q3 and Q4	Frans	

8. Actionlist: completed

Action-nr	Action	Holder	Completed
16-11-09/01	Contacting XBRL Sweden	Frans	16-12-14
16-12-14/01	Send important comments regarding charter by email	All	17-01-11
16-12-14/02	Prepare new version of the charter	Frans	17-01-11
16-12-14/03	Send important comments regarding questionnaire by email	All	17-01-11
16-12-14/04	Prepare new version of the questionnaire, including <u>explanations</u>	Frans	17-01-11
16-12-14/05 cancelled	Prepare plan how to involve the local jurisdiction and how to involve private and public parties	All	17-05-17
16-12-14/06	Contact Estonia	Elina	17-01-11
16-12-14/07	Contact Poland	Gilles	17-02-15
16-12-14/08	Contact Italy	Gilles	17-02-15
16-12-14/09	Contact Ukraine	Daniel	17-01-11
16-12-14/10	Reach out to community of xEBR	Thomas	17-02-15
16-12-14/11	Reach out to community of XBRL Europe	Thomas	17-02-15
17-01-11/01	Prepare a draft-decision regarding the openness of information from the WG	Frans	17-02-15
17-01-11/02	Prepare new version of the charter	Frans	17-02-15
17-01-11/03	Fill the tables with information from their own country	Björn Kyle	17-03-15 X
17-01-11/04	Send some background information about developments in their country	Alf Niels-Peter	17-02-15 X
17-01-11/05	Explore the possibility to use an existing survey-tool to collect the data	Elina	17-02-15
17-01-11/06	Arrange a working session in Amsterdam	Frans	17-02-15
17-02-15/01	Send additional questions (regarding Assurance)	Daniel and others	17-03-15
17-02-15/02	Prepare the survey-tool for collecting information	Elina	17-03-15
17-02-15/03	Share the presentation about E-Bilanz	Frans	17-03-15
17-02-15/04	Plan the conference calls for March-May	Frans	17-03-15
17-02-15/05	Publish the charter on the website	Frans	17-03-15
17-03-15/01	Publish information about an SBR-report from the Data Foundation and PwC on the website	Frans	17-04-12
17-03-15/02	Prepare a new version of the survey: - add "purpose" and "disclaimer" to the intro - add an explanation to every question - add a text field to every question (for clarification)	Elina	17-04-12

17-03-15/03	Prepare an example from the Netherlands	Frans	17-04-12
17-03-15/04	Send a revised survey to the participants before March 29th (postponed to April 7th)	Frans	17-04-12
17-03-15/05	Review the revised survey before April 5th	All	17-04-12
17-03-15/06	Prepare/send the final survey to the participants before April 9th .	Elina/Frans	cancelled
17-04-12/01	Prepare personalized links	Elina	17-05-17
17-04-12/02	Finalize the survey on April 18th	Elina	17-05-17
17-04-12/03	Finalize the Dutch example on April 18th	Frans	17-05-17
17-04-12/04	Fill in the survey before May 9th	Alf Elina	17-05-17
--> 17-05-17/03		Frans Mikael	