Chief Executive's Report

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Purpose of paper: Report for the two months to 31 May 2014

Introduction

This report from the Chief Executive conveys critical risks or other risks Council should be aware of, my priorities in the period since the April Council meeting, planned priorities for the three months from now until the end of August 2014, longer range priorities, and a brief update on staffing and contractor issues.

Separate papers, which are "For Information" papers, are attached:

-       Operations Update to 31 May 2014
-       Internet Issues Programme Update to 31 May 2014
-       Financial Report to 31 March 2014 (pre-audit)
-       Travel Report (from NetMundial)

As always, feedback from Councillors or members on the content of this report is very welcome.

1:   Critical / Other / Potential Risks

There are no critical risks to advise the Council of at the reporting date.

Other current or potential risks for Councillors to consider:

-   The ongoing evolution of the Internet Party continues to see ICT issues in the spotlight, but the linkage with MANA and the formation of Internet-Mana as an electoral coalition would seem to change the brand and reduce risks of confusion with InternetNZ.

2:   Recent Priorities

Chief Executive
Since the April meeting of the Council, and aside from general involvement with a range of work plan projects, I have been focused on the following issues, generally in descending priority order:
-   Attendance and participation at NetMundial in Sao Paulo, Brazil.

- Induction of our new Work Programme Director, Andrew Cushen.
- Leading the business plan and budget development.
- Further progress on internal staff policies, with the internal framework largely complete at the date of this meeting.
- Progressing the Financial Flows review.
- Attendance at a Strategic Leadership development course, which I found hugely beneficial and challenging.

Planned priorities identified by me for focus in the previous report that have not progressed as expected are as follows:

Area not progressed	Explanation
Governance policies	CEs availability and focus on more immediate issues has deferred this further.
Staff annual reviews	These will be complete by 12 June.
Internal and Governance policies	Internal set largely complete; will be finished by 30 June, with focus then on governance policies ready to discuss at August Council.

Operating team
We present a new Operations Update format, a précis of what will be in place once the Business Plan is updated (once that is agreed, the "face/colour" indicators will come back). Progress is reported against the five priority areas in the plan, plus core operations and Members / Council. We present a separate report on the Internet Issues Programme.

I draw Council's attention in particular to the following:
- Completion of the Audit for 2013/14.
- Construction of the 2014/15 Business Plan and Budget.
- Ongoing work regarding the Commerce Commission's final pricing of copper broadband services.
- Preparation and lodging of a submission in response to ICANN's call for comments on how to manage the IANA transition.
- Considerable work on the final stages of the implementation of the Community Funding Review, signing contracts with the last grant round's recipients and signing up strategic partnerships as decided by Council.
- NetHui preparations are in full swing.
- Rebranding process culminating in presentation to this Council meeting.
- New website construction well under way, and able to proceed once design issues settled.
- A team retreat held, with a focus on working together and team culture development.

3:   Priorities for the next three months

Chief Executive

The following are my planned broad areas of focus in the June-August period, in priority order.

1. **NetHui 2014:** participating in NetHui 2014, as our premiere event in the year.

2. **Staff goal setting:** With the Business Plan in place, we will get every person with a clear set of goals to pursue over the year, with agreed milestones and pieces of work to be doing.

3. **Relationship building with the new President:** the Chair-CE relationship is critical to any organisation. I will be focused carefully on building a great relationship with whoever the members elect as President.

4. **Team culture and resources:** welding the InternetNZ staff into a highly functioning team will be a focus for this three months and for the next year. There are a range of issues to work through and things to learn about ourselves and each other, but we have started well and have the makings of an excellent team.

5. **Strategy:** the Council is due to have a Strategic Retreat in September to work through and set the Group's direction for the coming years. The preparatory thinking and analysis will be a focus for me in the coming few months.

6. **.nz Framework:** I will work with Jay and Debbie to draw together the outputs from the .nz Framework Review for Council consideration and adoption in August.

7. **Leadership:** reflecting on the lessons I have drawn from the Leadership course I attended, and putting these into practice at work.

8. **Governance and internal policy:** with internal policy frameworks largely in place, we will develop a schedule for regular reviews and then move onto reviewing the Governance Policy framework, including Council's policy development process.

9. **International:** Ellen and I will join Keith at the ICANN meetings in London in June, and I will attend OECD meetings the week prior in Paris. The focus will remain firmly on the IANA transition at ICANN, and I have been asked to present the technical community's interventions at the OECD's "Committee on Digital Economy Policy" meeting.

I particularly welcome Council feedback on my priorities, and on any other matters that need to be picked up and advanced.

Operating Team

- Execution of NetHui 2014
- Implementation of the 2014/15 Business Plan's first pieces of work
- Brand work and new website rolled out (perhaps at NetHui)
- Recommendations arising from the review of Financial Flows ready for Council consideration in August
- Election year work under way
- Preparing for the 2014 Council elections and AGM
- Executing the Grants Round on Internet Projects

A greater sense of what is coming up can be discerned from the 2014/15 Business Plan.

4:   Longer Range Priorities

The big picture issues on my mind, in no particular priority order at this stage, are:

- **Team and Group culture and dynamics:** getting the best bang-for-buck across the group is important, and there are some self-imposed limitations we should sort out.
- **Identity:** Living up to the new brand identity so that our public profile is clear.
- **Role of and relationship with Members:** there is a good deal to do to better understand of our members and a stronger culture of respect and inclusion among them.
- **.nz delegation:** clarifying the expectations of the group and the Government in respect of our .nz delegation is a longer run issue.
- **Building the new strategy into an excellent work plan:** I want our planning effort to bring the new strategy into reality to be a well-conducted, insightful and clever effort that builds on the work done to date and that we can point to and say: "that's really very good".
- **My own development as a leader:** I still feel very new to this role and will be continuing to explore and change as I appreciate what it demands of me, and how I can best help InternetNZ achieve its goals.

5:   Staffing and Contractor matters

Andrew Cushen is settling in well as Work Programme Director and leaving me freer to progress a range of broader issues.

Councillors should consider a process to review my Key Performance Areas as CE, in light of the completion of the 2013/14 year.

6:   Other matters

- Relationships between the three CEs are generally satisfactory from my point of view, but progressing the .nz framework is important to keeping this the case.
- We are examining a role for a PA or EA in the office, primarily to support me but also to do some projects work on an as-needed basis.
- I plan to take a holiday mid-July for a week, following NetHui (16-23rd).

I welcome questions, comments and feedback on the content of this report or on any other matter.

Jordan Carter
Chief Executive

29 May 2014