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## Chief Executive's Report

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**Author:** Jordan Carter, Chief Executive

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

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### Introduction

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

Papers that form part of this report have been restructured since the last meeting. These are integral to this report but are separate for the purposes of clarity and brevity. They are as follows:

- Business Plan Report to 31 July 2014
- Internet Issues Programme Report to 31 July 2014
- Financial Report to 30 June 2014

As always, feedback from Councillors, members or anyone else 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. The Group Risk Register is being discussed among group Chairs and CEs on 31 July and any salient matters will be reported back to the Council.

### 2: Recent Priorities

#### *Chief Executive*

Since the June 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:

- Execution of NetHui in Auckland in July.
- Completion of Business planning and associated work planning and staff goal setting.
- Assisting Andrew with completion of the election paper we have prepared, and discussing this with MPs from across Parliament.
- Staff annual reviews.
- Attendance and participation at ICANN London and at the preceding OECD meetings in Paris.
- Work on the .nz framework and completing drafts of the Financial Flows review.

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 and internal policies	While the internal policies are largely complete, governance policies were not advanced in the reporting period.

### ***Operating team***

The new Business Plan Report and Internet Issues Report set out the progress the team has been making on progressing the Business Plan. I welcome feedback from Council members as to what is incorporated there.

I draw Council's attention in particular to the following:

- Successful execution of NetHui 2014, with around 500 people registered across the three days.
- Planning and execution of the 2014 AGM and Council elections.
- A helpful round table organised during NetHui to advance discussions about the regulatory framework for telecommunications post-2020.
- Ongoing work regarding the Commerce Commission's final pricing of copper broadband services.
- Work to establish the criteria and process for this year's Community Funding rounds.

Other details are in the reports, which I encourage those interested to read.

## **3: Priorities for the next three months**

### ***Chief Executive***

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

1. **A new President:** the Chair-CE relationship is critical to any organisation. This report falls due the same day as the AGM. I will be focused on this relationship in the coming three months.
2. **Strategy:** the Strategic Retreat in September deserves thorough and considered staff support. A subset of the staff and contractor team will be generating inputs for that during August, in preparation for the meeting in September.
3. **Team culture and resources:** welding the InternetNZ staff into a highly functioning team will be a focus. We have a range of team training activities planned in August and September which will progress this.
4. **A new Government:** following the General Election on 20 September, there may be some changes to the composition of the Government. As a key stakeholder for InternetNZ this may lead to some new relationship building, depending on the result.
5. **.nz Framework:** the process of discussion and debate among the working group has taken longer than anticipated. By the time of the October Council meeting, I anticipate we will have conclusions from this.
6. **New team members:** Andrew and I are continuing to develop our relationship as CE and 2IC, and we are about to hire an Executive Assistant to increase the support we have available in our roles. This remains a clear focus for me.

7. **Governance policy:** with internal policy frameworks largely in place, my focus is on reviewing and completing the Governance Polices framework, working with Council. This will be a substantive meeting item in October.
8. **International:** I will attend the global Internet Governance Forum in the first week of September. Aside from this, the Australian IGF and ANZIAs combined activity will see me speaking on a panel in Melbourne in late August.

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

#### ***Operating Team***

- Finalising work programme planning and incorporation into staff work plans.
- NetHui 2014 debrief completed and lessons incorporated into planning for 2015.
- New website completed and launched.
- Election year work completed and briefing to incoming Government complete.
- Internet Projects grants round complete and travel rounds launched.
- Financial flows review further developed.

A greater sense of what is coming up can be discerned in 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 fairly similar to those set out in my previous report at the end of May, and 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.
- **Financial flows:** implementing any changes arising from the review.
- **My performance:** taking on board the lessons from my recent performance review and incorporating lessons learned into my practice in this role.
- **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.

#### **5: Staffing and Contractor matters**

**Andrew Cushen** continues to develop well in his role, and my work with him continues to develop the best ways for us to work together.

**Ellen Strickland** has handed in her PhD Thesis, which is major milestone for her and will see her able to devote more time to her work activities with InternetNZ.

We are on the verge of hiring an Executive Assistant to join the InternetNZ team, primarily focused on supporting Andrew and I in our roles, and in taking over the role of Council

Secretary from **Maria**, allowing her to focus more clearly on community funding processes and membership matters.

## **6: Other matters**

- I have not provided a separate travel report regarding my attendance at ICANN and OECD meetings. The ICANN material is covered in the joint report on that meeting, and there are no salient matters to report regarding the OECD. It is not my intention to attend any further meetings there.
- I intend to be away on leave for around ten days after the 10 October Council meeting.
- We are starting to give some initial thinking to the project to move all three business units back into single premises by November 2015, when the lease at Grand Arcade Tower comes to an end.

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

Jordan Carter  
**Chief Executive**

31 July 2014