CHIEF EXECUTIVE'S REPORT

Author: Andrew Cushen, Acting Chief Executive

Purpose of Paper: To update Council on progress in the three months to 30 April 2016, and to set out goals and priorities for the coming quarter.

This is a new format for the Chief Executive's Report. This report is now fully integrated with the other management reports that were previously presented separately. The sections of this new Chief Executive Report format are as follows:

1. Overview and priorities
   a. Critical and potential risks
   b. Recent Chief Executive priorities
   c. Chief Executive Priorities for the next three months
   d. Staffing Matters
2. InternetNZ Programmes:
   a. Community
   b. Issues
   c. International
3. Management Report on Operations
4. Management Report on Governance and members

1. Overview and priorities

A: Critical & Potential Risks

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

As of writing this report, the current WHOIS consultation process being managed by DNCL is of interest and some concern to InternetNZ due to the intensity of views being expressed by some members of the Internet Community at the process and its outcomes to date. InternetNZ and DNCL are collaborating in managing the situation, and InternetNZ work to expand community engagement with the process is ongoing.

B: Recent Chief Executive Priorities

Since the last full, ordinary meeting of Council in February 2016, Jordan's priorities have been as follows, generally in descending priority order.

- **2016 Planning:** Completing the Annual Activity Plan process, and Annual Budget process, with the Council, as approved at the April Council meeting.
- **Subsidiary & .nz Stewardship:** Finalising and announcing the new Memorandum of Understanding with MBIE on .nz.
- **Outreach and Engagement:** Executing our new outreach and community engagement tools and plans to speak to our important stakeholders in a measurable and strategic manner.
- **Culture:** Cultural work with the whole InternetNZ team, and in particular within the InternetNZ management team. This has confirmed that we have come a long way in building the sort of culture we aspire to, and focused us on next steps.
- **Team:** Team retreat to Waiheke Island, to celebrate the work done and take another step in developing our team culture.

- **Team:** Restructuring of the operating team, including change of line management of operations staff to Andrew in his new role as Deputy Chief Executive.
- **New staffing:** Commencing review of requirements for new roles as approved as part of the Annual Activity Plan and Annual Budget process - 1x new operations role, 1x new communications role, 1x new Community Programme role.
- **Product & Services Strategy:** Finalising the Strategy and Policy for New Product and Service Development, following decisions of Council.
- **International:** Substantive and exciting progress made on the IANA transition process within ICANN, and ensuring that InternetNZ is leading on improved accountability and smooth transition.

C: Acting Chief Executive priorities for the next three months:

Note that this list is particularly focused on the late-May to early-July period of me being Acting Chief Executive. These are generally ranked in descending order of priority:

1. **Operational delivery and stability:** Supporting our operating team and managing them effectively to ensure that they keep being able to deliver excellent work.
2. **Building and implementing improved workflows:** Our growing team needs more clarity in how we make decisions, how we scope our projects for success and how we track delivery transparently. This is the next step in our professionalism objective in 2016.
3. **WHOIS policy:** Maintaining InternetNZ visibility of this process and working with the Domain Name Commission to implement plans as required.
4. **Annual General Meeting & Elections:** Preparing and executing our democratic functions.
5. **Recruiting new staff:** As per the Activity Plan and Budget, we have three new roles to hire in operations, the Community Programme and communications. We also need to replace our Meetings Coordinator (now Office Coordinator). We intend to complete the Community Programme and Office Coordinator recruitments by the end of June, and complete apart from final decision the other two.
6. **Performance and Development Planning:** Working with all of our staff to ensure they all have Performance and Development Plans appropriately linked to our Activity Plan for the year.
7. **Next steps on our Culture:** Following on from our work with Dan Randow with the next steps of lifting and embedding an enjoyable and productive culture at InternetNZ, and working out any necessary next steps with other CEs across the InternetNZ Group.
8. **Strategy work in 2016:** Preparatory work in developing a plan and objectives for the Strategy session with Council, scheduled for September. Decisions on what to do re strategy in Sept are due at the August meeting.
9. **Communications strategy:** Progressing with improvements to our website and overall communications workflow improvements, as per our improved communications objective in 2016.

I welcome Council's comments and feedback on these priorities.

D: Staffing Matters

Our lovely Meetings Coordinator, Georgia, has announced her resignation effective 30th June 2016. Georgia has been with us for around nine months, and is leaving to go and explore the world. We intend to commence replacing her with slight revisions to the position description in June.

Another departure is from Reg Hammond, who has consulted to us in the Issues team for the last four years. Reg was bought in to provide mentorship to us in improving

our approach to policy making, and to assist with his experience and expertise in telecommunications and broader economic development policy. He intends to spend more time playing golf, though assures us that he remains available and interested, particularly given the level of activity around the Telecommunications Act. His final contracting day will also be 30th June.

As noted above, we are undertaking the scoping of the new roles that have been approved as part of the Activity Planning and Budget process. Our intent is that all of these roles will have been filled before the next Council meeting in August.

2. InternetNZ Programmes

A: Community Programme

The Community team has been focussed on leading the NetHui 2016, NetHui Collaborations (ITX and OSOS) and Speaker Series projects, with planning and promotion well underway.

We are currently in talks with Rotorua, Nelson and Manukau about hosting NetHui 2016, with Nelson and Manukau looking especially promising. The timing of local body elections in October means our team are discussing potential dates after these elections, but still ideally in October.

Expressions of Interest are open for NetHui Sessions at ITX in late July, where we're holding 3-4 sessions as part of the wider conference. Early next month the team will be meeting with representatives from Enspiral to plan a similar collaboration with Open Source Open Society (OSOS) in late August.

The dates and topics for our 2016 Speaker Series have been announced and are being promoted:

1. **Death and the Internet - 9 June** - featuring Narelle Clark, Director of Operations at the Australian Communications Consumer Action Network. (RSVPs now open).
2. **Harassment and the Internet - 8 September** - featuring Niels ten Oever, Head of Digital at Article 19.
3. **Things and the Internet - 8 December** - featuring Dr Erika Pearson, Senior Lecturer at the School of Communication, Journalism and Marketing, Massey Business School Wellington.

The team met with the Grants Committee on 28 April, where the Committee discussed the timing of this year's grants round, grants assessment weighting, and changing the grants framework to lessen the Committee's workload. We are working towards completing these proposals for the Committee to consider.

Lastly, we've been overseeing a small number of on-demand grants applications and maintaining our sponsorship programme and we're also considering the structure and responsibilities of a new Community Programme team member.

Points of Note:

The first Speaker Series event for 2016 will be held in the Wellington offices on 9 June, featuring Narelle Clark from the Australian Communications Consumer Action Network doing an interactive session on Death and the Internet.

Current possible locations for NetHui 2016 are Nelson, Rotorua and Manukau.

Proposed changes to the grants framework are being developed to lighten the Grants Committee's workload.

Highlights:
- Locking in the dates for the 2016 Speaker Series of and beginning promotion for Death and the Internet.

- Talks with Nelson regarding hosting NetHui 2016.

Lowlights:

- Due to workload we aren't as far along in developing a new grants framework as we'd like to be.

Next Priorities:

- Seeking community feedback on proposed NetHui 2016 locations.
- Promoting NetHui sessions at ITX.
- Providing the Grants Committee with a proposed new grants framework.

B: *Issues Programme*

The Issues team has been focused on three matters of priority:

1. Finalising the 2016/17 Activity Plan, with a particular focus on the Focus Areas.
2. Developing and improving our workflows to support timely, professional delivery of the 2016/17 Activity Plan.
3. Meeting our first set of committed delivery dates.

Our Activity Plan for the year is exciting and challenging, and is resonating well with our stakeholder when we present and summarise it to them. The reaction from many of these stakeholders is that those Focus Areas are very appropriate for InternetNZ, and timely contributions to debate on the Internet in New Zealand.

Our observation is that this is a particularly important time for the Internet in New Zealand. The UltraFast Broadband programme is, according to most observers, proceeding well with impressive results compared to other similar programmes overseas. There are obviously challenges in meeting the demand that New Zealanders have in terms of connectivity.

However, now that that part of the Infrastructure challenge is known, other issues are becoming more stark. We have participated in a number of conversations with Government, and wider Internet Community, stakeholders questioning what New Zealand needs to do now in order to best derive the benefits of this connectivity. Further, there are serious questions arising about how the market for connectivity is best balanced in enhanced, with reference to the Telecommunications Act Review; and how that ecosystem is protected.

InternetNZ is well placed to participate in these discussions. We have established networks across all of the major stakeholder groups, and our intended initiatives for the year anticipate many of these conversations.

The Issues team is particularly motivated by ensuring then that we meet these expectations by delivering well scoped work; on time and on specification to these stakeholders, that help provide our insight and answers to these questions.

Points of Note:

We have launched the discussion version of the State of the Internet Report. This Report is intended as a vehicle for datasharing and collective sense-making. We are keen on ever more suggestions on how the content can be improved; how additional insights can be added and how we can further build this as a useful source of information. We are soliciting this input now, and will start finalizing this work in June.

The Innovation Partnership is an important vehicle for collaboration with business and Government stakeholders. The Partnership is currently exploring future options for how we organize its operations, and whether we need to move to a new structure and

new position such as an Executive Director. We are keen for input and suggestion on potential roles, structure and people for this process.

Highlights:

- Feedback received on the *Surveillance in a Free Society* paper, including a request from Hon. Christopher Finlayson for InternetNZ to provide him with a personal briefing and discussion on the issues.
- The approach being taken to building a Computer Emergency Response Team (CERT) function for New Zealand, that responds to the feedback that we have highlighted previously.
- Excellent presentation, and positive reception, of our submission on the *Trans-Pacific Partnership*.
- Good, positive and aligned engagement with the Ministry of Business, Innovation and Employment's new Digital Economy team, as they shape their new approach and proposals to effective utilisation of the Internet.

Lowlights:

- Managing expectations around *State of the Internet Report.* This has been a key lesson for us in clarifying our workflows, to ensure that all internal and external stakeholders are informed of scope and approach, and to ensure that our delivery meets those expectations.

Next Priorities:

- Releasing our review of the Electronic Frontier Foundation's *Game Plan to End Global Surveillance*
- Refining and releasing our work on *Things you should know about your ISP,* which is a way to highlight and show consumers some key, less-than-obvious facts about ISPs (e.g. whether they offer IPv6, how they respond to agency requests).
- Scoping our collaboration with 2020, and potentially an array of other organisations, on mapping digital inclusion.
- Release of our collaboration with NZTech, on the *Economic Contribution of Technology to New Zealand*; a sector wide report on the size of the New Zealand technology industry, its role as an export contributor and employer of New Zealanders.
- Releasing our guide to *Am I a Network Operator?*, which is a series of flow charts that help smaller organisations quickly discern whether they have responsibilities under various pieces of legislation, and how they may meet those responsibilities.

C: *International Programme*

Since the last meeting, the main matter of importance to InternetNZ has been the finalisation of the plans for the transition of stewardship of the IANA Functions from the United States government to the Internet community. Associated improvements to ICANN's accountability were proposed at the same time, and agreed together by the community for forwarding to the US Government at the ICANN meeting in March.

Since then the focus has been on drafting the changes to ICANN's bylaws required to give effect to these changes, while the U.S. is considering the proposal. It is hoped these will come together with an announcement by NTIA at or before the next ICANN meeting, to be held in Helsinki at the end of June.

Jordan continues his participation in the lower key, slower work of the Accountability working group.

Resource constraints and prioritisation mean there will not be InternetNZ participation at another major International gathering, the OECD's Ministerial meeting on the Internet economy being held in Mexico in June.

We should formally note here that Keith Davidson concluded his work with InternetNZ on 31 March, after many years of distinguished service. This has been noted elsewhere including at the previous meeting of Council, but I wish again to thank Keith for all the work he has done for InternetNZ, especially in the international sphere.

Points of Note:

ICANN's third meeting of the year has been relocated due to concerns about the spread of the Zika virus. It will now be 3-9 November 2016 in Hyderabad, India (replacing San Juan, Puerto Rico on earlier dates). The spread of this virus also caused the upcoming meeting to be held in Helsinki rather than the earlier proposed Panama City location.

Highlights:

- Finalisation of ICANN transition plans
- Development of new ICANN bylaws implementing these plans.

Lowlights:

- None

Next Priorities (mid-May to mid-August)

- Participation at ICANN Helsinki (Ellen Strickland, along with others from the Group),
- Preparing and participating in the Asia Pacific Regional IGF in July.

3. Operations

Since the February Council meeting the Operations team have been working on the logistics and preparations for a few upcoming events (i.e. Speaker Series, AGM, ANZIA, and NetHui), website improvements, year-end audits, and membership renewals.

The team has also had reporting change to Andrew in his new role as Deputy Chief Executive, as applies to Maria, Mary and Yvonne. Megan as Communications Lead remains reporting to Jordan.

Points of Note:

Renewals from expiring members have slowed down. As at 18 May 2016, 97 out of 214 expiring members hasn't renewed yet. A reminder email has been sent in early May and a final reminder will be sent before the "Grace period" ends on 30 June.

Highlights:

- Release of the State of the Internet report.
- Success of the launch of the World Internet Project held in Wellington (14 April) and Auckland (15 April) which had a good turn-up from attendees and also received a lot of media coverage.
- Completion of the year-end onsite audit
- Approval for the additional resourcing for the Operations team.

Lowlights:

- Slow progress on the membership renewals.

Next Priorities:

- Looking at proposed plans/ideas for the front area of the INZ office with the removal of the partition wall.
- Working on improvements/new ideas for the website.
- Planning NetHui 2016 and speaker series events.
- Preparation for the Council Election and InternetNZ's AGM.
- Recruitment of additional staff for the Operations team.

4. Governance and Members

Governance and membership has not been a significant area of focus since the last Council meeting in February 2016. This is however changing as the year commences in earnest.

Of particular note in this regard is the new Memorandum of Understanding with the New Zealand Government on the management of the .NZ ccTLD. This has been published on the website (available at https://internetnz.nz/about-us/internetnz-group) and marks an important recognition of our respective roles and responsibilities in seeing .nz best serve the New Zealand Internet community and the public at large. The negotiation process has been slow but done in good faith, and we've appreciated the shared insight developed during that process.

Consistent with our activity plan for the year, the MoU places new requirements on InternetNZ to demonstrate how we are accountable to the Internet Community that we serve, and how we test and demonstrate that. There is considerable overlap in the scope of this question against what we intend to do in the next year in Governance and Membership.

A forthcoming focus for the next quarter will be finalizing the membership renewal process and then delivering the Council Election cycle and Annual General Meeting requirements. Work is already underway in both of these regards.

The Māori Engagement Committee held a half day workshop with external tikanga advisors Debra Jensen and Jason Ake on 9 May. From this workshop, and with the guidance of our advisors, the Committee is developing an internal Māori Responsiveness strategy.

Points of Note:

We intend to commission new public research, as outlined above, during June 2016. We are currently shortlisting potential approaches and providers.

We have also received a proposal for assistance on membership renewals, which we are currently assessing. The aim will be to improve the retention rate, and to learn more about what members want from InternetNZ and can offer to the organisation.

Highlights:

- Nothing to note.

Lowlights:

- Slow progress on the membership renewals.

Next Priorities:

- Undertaking public research
- Council Elections
- Annual General Meeting
- Memberships renewals

5. Other Matters

I am in this role of Acting Chief Executive from 25 May to 5 July while Jordan takes time out for some training and some annual leave offshore.

I am looking forward to this period as Acting Chief Executive, and in particular to the Council's support and involvement in making progress over the next few months. We have another exciting yet challenging year ahead; one that excites me and the rest of our operating team. I am looking forward to working with all of you to keep doing ever more to promote the benefits and uses of the Internet and protect its potential.

I know Jordan would join me in thanking this Council for its work over the past year. This report marks the last meeting of the term of the current Council. To those of you leaving the group, thank you for all you have done. To those whose terms continue, thank you! And to those standing for election or re-election: good luck!

Andrew Cushen

Acting Chief Executive

18 May 2016

Research 2013/14 Final reports:

Date signed	Name	Amount awarded	Purpose	Report
06/06/14	Qiang Fu (Research Trust of Victoria Uni of Wellington)	$20,000	Understanding the Practical Issues on the Adoption of SDN in Production Networks	Final report Pt **1**, **2**

Canterbury 2014 Final reports:

Date signed	Name	Amount awarded	Purpose	Report
15/04/2015	Michael Trengrove (Code Club Aotearoa)	$20,000	Expand Code Club Aotearoa (a network of volunteer-led after school coding clubs for kiwi kids aged 8 -12), particularly to rural areas and lower-decile urban areas.	**Final report**
16/04/2015	Linda Tame (Greater Christchurch Schools' Network Trust)	$47,500	Funding to employ someone with experience to manage the establishing of a low cost leasing option for those families over a three year period and also to provide financial backing for some bad debts which could occur.	**Final report**

Conference attendance March 2015

Date signed	Name	Amount awarded	Purpose	Report
11/3/2015	Tanya Gray (Gather Workshops)	$1,200	Conference Attendance ULearn 2015 7-9 October (Auckland)	**Final report**

Community Projects 2014/15

Date signed	Name	Amount awarded	Purpose	Report
09/01/2015	Tanya Gray (Gather Workshops)	$15,000	Funding for Rural Workshops: to extend their reach outside of Auckland to rural high schools through a series of workshops	**Final report**

| 16/02/2015 | Holly Snape (Web Access Waikato: Computer in Homes Waikato) | $9,000 | Provide an affordable pre-pay internet service that will allow those on low or unreliable incomes to access the internet without financial over-commitment. | **Final report** |

Research 2015/16

Date signed	Name	Amount awarded	Purpose	Report
08/05/2015	Syed Faraz Hasan (Massey University)	$15,000	Establishing the foundations of Future Software-Defined Mobile Internet	**Mid-year report**

Conference attendance July 2015

Date signed	Name	Amount awarded	Purpose	Report
05/10/2015	Dr Qiang Fu (Victoria University of Wellington)	$3,500	IEEE GLOBECOM 2015 (6-10 Dec. 2015, San Diego, USA) - Presenting "Selected Areas in Communications - Software Defined Networking (SDN) and Network Functions Virtualisation (NFV)." Which is designed to engage with the international SDN/NFV community and present what we New Zealand is doing in this area.	**Final report**
31/03/2016	Dr William Liu	$5,000	The IEEE Conference on INFOCOM (10-15 April 2016 San Francisco, USA) - Attending the top conference which addresses key topics and issues related to computer communications, with emphasis on traffic management and protocols for both wired and wireless networks. Material is presented in a program of technical sessions, tutorials, panel discussions and workshops. Also possibly presenting three papers submitted to the INFOCOM16 associated workshops.	**Final report**
31/03/2016	Stephen Sheehan	$1,500	APRICOT (15-16 Feb 2016, Auckland, NZ) Attending APRICOT 2016 to learn about the latest Internet networking trends, such as mobile IPv6 deployment and cybersecurity mitigation from the shared insights and real-	**Final report**

			world experiences of regional and international experts, including local Kiwi network operators.	

Community Projects 2015/16

Date signed	Name	Amount awarded	Purpose	Report
17/11/2015	Simon Howard (KiwiCon)	$20,000	Kiwicon was awarded $20,000 for the provision of its ninth New Zealand Information Security (infosec) community conference, to be run in Wellington on 10-11 December 2015.	**Final report**
20/11/2016	Robyn Kamira	25,000	Matihetihe Marae Trust was awarded $25,000 for a continuation of their On the Grid work. Mitimiti on the Grid 1 saw the arrival of a full telecommunications infrastructure in a small, isolated marae in the Far North in March 2015. Mitimiti on the Grid 2 aims to "water the seeds" and to generate a self-sustainable global community from Mitimiti. This funding will help consolidate local and diaspora support amongst tribal members around the world - and its future business partners.	**Mid-year report**

The following reports are outstanding and being chased up by staff

Round	Date signed	Name	Amount awarded	Purpose	Report due
Canterbury 2014	02/04/2015	Greg Smith (Addington.net)	$3,000	Funding for IT support for Addington.net - a community computing centre established in 2001 as a practical solution to help bridge the digital divide and to bring free/low cost computer access to a community suffering the effects of low income and low skill levels.	Final report due: 31/3/2016
Canterbury 2014	15/04/2015	Carl Pavletich (Fabriko)	$3,500	Suite of laptops for delivering technology workshops to low decile schools and communities.	Final report due: 31/3/2016

Canterbury 2014	15/04/2015	Carl Pavletich (Fabriko)	$15,000	Utilising the Internet of Things to gather data on cycling	Final report due: 31/3/2016
Canterbury 2014	14/08/2015	Pref. Tim Bell (University of Canterbury, Computer Science Education Research Group)	$20,000	Improving the CS Field Guide (and include more emphasis on internet technologies), to make the Unplugged website more useful for educators (particularly tying it in better with new curricula), and having a subsidised service available for Canterbury schools where we work with the school to introduce these subjects into their mainstream programme.	Final report due: 31/3/2016
Community Projects 2015/16	12/04/2016	Stu Fleming	24,000	WIC NZ was awarded $24,000 to provide access to Internet through free WiFi, CodeClub, Minecraft Club and robotics workshops for adolescents and adults and a Video Factory to enable the community to tell their new and existing stories. By innovating in a creative way, WIC NZ will create a shared social space for the entire community, from public displays on the weekend, to monthly classes.	Mid-year report due: 30/4/2016
Community Projects 2015/16	20/11/2016	Antoon Moonen	9,062	Welcome Bay Community Centre Inc was awarded $9,062.00 to install two outdoor rated Ubiquiti "Unifi" access points to provide controlled public internet access to the area containing Welcome Bay Hall, the Community Centre and Waitaha Park, also encompassing the playground adjacent to the Centre. By installing a separate controlled public network, they will improve the Centre's day-to-day service offerings to the public by giving them open access to two online computers.	Mid-year report due: 16/12/2015 Final report due: 16/04/2016
Community Projects 2015/16	20/11/2016	Ruth MacIntyre	22,000	National Collective of Independent Women's Refuges Inc. was awarded $22,000 for The Refuge Online Project which will ensure that the 41 tauiwi and tangata whenua refuges affiliated with Ngā Whare Whakaruruhau o Aotearoa / National Collective of Independent Women's Refuges (NCIWR) have an accessible online presence which encourages clients to seek help online as a first port of call.	Mid-year report due-30/4/2016

In addition, we are expecting the following reports prior to July 2016

Round	Date signed	Name	Amount awarded	Purpose	Report due
Research 2014/15	10/8/2015	Tony Garry	26,000	Compromising Privacy for convenience and Wellbeing on the Internet of Things.	Final report due: 30/04/2016 (extension granted until late May)
Conference Attendance July 2015	10/03/16	Dr Tobias Langlotz	4,889	IEEE PerCom, 14-18 Mar, Sydney - Internet policy and governance conference	Final report due: 18/06/2016
Conference Attendance July 2015	01/10/2015	Bronwyn Holloway-Smith	3,500	SubOptic 2016 (18-21 April 2016, Dubai, United Arab Emirates) - Presenting "Capturing the Public Imagination: Communicating the cultural significance of submarine internet cables" which focuses on the creation of a body of new artworks that respond to the question "What local cultural narratives are connected to the physical sites of the Southern Cross Cable Network in New Zealand, and how might these narratives be applied in a Fine Arts context, with the aim of influencing public perceptions of New Zealand's connection to the trans-national internet?".	Final report due: 21/05/2016
Community Projects 2015/16	05/04/2016	Alistair Adam	15,000	Venture Southland was awarded $15,000 to help make better use of internet connections for both rural and urban users (both private and commercial) through digital connections liaison and enablement support. This project will focus on 2 areas. 1) to increase awareness and streamline technology pathways and connection options for end users and 2) increase digital competence through enablement support	Mid-year report due: 30/6/2016

Internet Research 2015/16	04/03/16	Karaitiana Taiuru	3,200	Detailed analysis of the 18 Maori ICT groups detailing their structure, who they are, their purpose and history	Final report due: 30/06/16