

Progress in Q1 2017

Reporting against the Activity Plan

8 August 2017



Summary of Activity Plan deliverables

Our Activity Plan for the year included this summary table of our deliverables for the year. We replicate this here to provide a status summary at the reporting date (30 June 2017).

KEY: **GREEN** is DONE; **RED** is DELAYED

	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter
Focus Areas	Access to the Internet - Internet Infrastructure Access to the Internet - Digital Divide Trust on the Internet - Multi-Factor Authentication Trust on the Internet - Trust Framework Creative Use of the Internet - modern, balanced copyright Creative Use of the Internet - showcasing creativity			
Issues	Encryption Discussion Starter & Position Paper	State of the Internet 2017 Copyright Paper	Maintaining ISP Spotlight 3 rd Quarter Paper	4th Quarter Paper
Community		Nethui 2017 - programme NetHui Beyond 2017 Community Projects and Conference Grants	Nethui 2017 - Fellowships NetHui 2017 in Auckland NZIRF	
International	Pacific IGF ICANN - Johannesburg		IGF - Geneva ICANN - Abu Dhabi	ICANN - Copenhagen
Communications & Outreach	Why InternetNZ exists work New community section on website About us video (deferred)	Annual research media briefing and advertising	<i>Supporting other initiatives</i>	<i>Supporting other initiatives</i>

	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter
Governance & Members	Organisational Review (Council-led) Council Meeting	Organisational Review (Council-led) Council Meeting Membership Survey & AGM	Council Meeting	Council Meeting
Operations	Internal Phone system replacement (deferred)	Internal Organisation	Human Resources (deferred)	

Introduction

This first quarterly report against the 2017/18 Activity Plan accounts for our continued efforts to the end of the 1st Quarter, 30 June 2017.

Points of note include the following.







1. In our **Security and Trust** focus area, the Issues team releasing two documents on encryption; the first explains what encryption is, how it is used across the Internet, how it is used for good and how it is used for bad. The second sets out what InternetNZ thinks New Zealand needs to do in order to front foot this issue and not get left behind. These documents have been described by the National Business Review as “required reading” and have been quite timely given the decision of the Australian Government to move on limits to encryption.
2. We’ve been doing preparatory work for the review of the Copyright Act in the **Creative Use** focus area, working with others to develop our thinking about Internet-friendly copyright law.
3. In our **Access** focus area, the release of a new Telecommunications Bill to progress the reform of that legislation is not likely until after the General Election.
4. The **State of the Internet report** is in the development and planning phase, with publication due later in the year.
5. Preparations for **NetHui 2017** are well under way, to be held in Auckland in November.
6. A **Community Grants** round is under way, with Projects and Conference Attendance the focus. The next round is at the end of the year, focused on Internet Research.
7. Our **Operations** team is busy planning this year’s AGM, due at the end of July.
8. Council is progressing the **Organisational Review** that is taking a look at how we organise our work across the InternetNZ group.


As always, feel free to get in touch should you wish to learn more about what we are up to.

Jordan Carter
Chief Executive






Issues

Current work

	Project	Delivery date	Who	Project Status
Activity plan projects				
	State of the Internet 2017	September 2017	Ben	SOTI will be drafted for further internal review by Monday 10 July. Getting it there is impacting our other projects.
	Digital Inclusion Map	31 March 2017	Dean	We have had independent data verification and input. There is further work required on implementing this input and advice that will happen in July.
	Telco Act Review	Ongoing	James	We met MBIE to hear the reasoning for the most recent recommendations to, and decisions by, Cabinet. We expect draft law before the election in September.
	Creative Copyright	Ongoing	James	Currently on hold due to SOTI writing. James and Mandy (CCANZ) will continue to develop a plan for reaching and engaging stakeholders.
	Q2 Position Paper: Copyright	August 2017	James	Currently on hold due to SOTI writing. We now have terms of reference for a review, which will change the positioning. Topic is Fair Use: applying the AUS Productivity Commission report to NZ - opportunities for innovation & economic growth. James will write this according to our position paper workflow.
	Digital Regulation v2	September 2017	James	Our completed paper is now with the NZInitiative for their referee and design process. We now anticipate a September launch led by NZInitiative.

Other work & projects				
	Classification in the Internet era	ongoing	Ben	Minister Barry's office has declined our request for a meeting.

Up next / parking lot

Project	Delivery date	Who	Project Status	
Up Next				
	Multi-Factor Authentication	TBC	Ben	Project Plan to be completed.
	Trust Framework	TBC	Ben	Project Plan to be complete. Seeking discussions with OPC & CERTNZ for partnership.
Parking Lot				
	TPP & Copyright	Potential	James	NZ and other governments are saying they want to implement without the USA. We may need to respond to this.
	Am I A Network Operator	No hard deadline	Ben Dean	NZITF interested in some advice Some final re-scoping and engagement with NZPolice & NCSC needed Majority of work done, but resources currently busy
	IoT Position Paper	28 February 2017	Ben	Paper will be abandoned. This is being turned into a blog & some web content.


Complete

Traffic lights indicate the team's judgement on the final product of the project

Project	Delivery	Who	Project Status
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date

Activity plan projects

	Encryption position paper	30 June	Ben	Completed with good feedback from council and externals.
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Community






Current work

Project	Delivery date	Who	Project Status	
Activity plan projects				
	Nethui 2017 - programme	July	Ellen	Keynote confirmed as Jillian York from EFF. OMGTech youth collaboration being confirmed. Community supporter org outreach ongoing.. Community Input process open and closing 31 July. Have contactor option, Jess Ducey, to work on sessions facilitation.
	Nethui 2017 - Fellowships	6 Sept 2017	Gertrud	Project plan underway. Timeline for applications opening is early July and close end of July (to work within Gertrud's leave). APTLD Pacific fellowships open.
	Nethui 2017 - logistics	8-10 Nov 2017	Yvonne	Yvonne having problems getting Internet access support confirmed, have asked her to explore options. Exps budget standing at \$272k but could reduce about \$35k
	Nethui 2017 - sponsorship	8-10 Nov 2017	Megan	Jordan and Andrew to meet with remaining contacts, Sponsorship progress stalled and looking to rejog budget to lower sponsorship expectations to manageable levels
	NetHui Beyond 2017	August Council	Ellen	Paper to be drafted with future plans proposed for NetHui. Start with Ellen Jordan and Ben whiteboard.
	Internet Research and Conference Grants	30 March 2017	Gertrud	Contract all signed/filed.
	Community Projects and Conference Grants	August 2017	Gertrud	Round opened on 5 July, close on 21 August. Timeframes for assessment and review have been planned.
	Grants revitalisation - Smarty Grants & Processes	30 April 2017	Gertrud	New forms in SmartyGrants ready for testing next week. Grants Operations Manual (shared

				externally) with Vanisa to review. Funding Manual (internal) with Vanisa to review. Project plan draft complete with status report still in draft.
●	Grants Revitalisation - Policy	15 May 2017	Vanisa	Policy updated and online. Unfortunate that assessment weighting were not changed after policy change.
●	Grants Revitalisation - Impact Assessment	June 2017	Vanisa	Kate Frykberg (Philanthropy NZ) facilitated grantee session in Wellington on 29 July. Survey sent to other grantees for input. Draft report with Vanisa for review. Tony Paine (Philanthropy NZ) still to come in and support Committee conversation on impact with Ellen-timing of this TBD.
●	Speaker Series	22 Aug at AUT	Ellen, Yvonne	'Democracy and the Internet' will be in AKL on 22 Aug at AUT and have Paul Brislen confirmed as MC and one speaker confirmed with two TBC, then will open registration
●	Strategic Partners	Ongoing	Ellen	Met with Anna from 2020, Gertrud to chase partner updates.
●	NZIRF meetups and online platform	Go live in Aug/Sept	Aimee, Nicole	Online platform options paper with Vanisa to complete and handover to Ellen/Aimee. Next step is NZIRF member polling (on which option to implement) to be arranged by Nicole/Aimee.
●	NZIRF forum/event	Launch mid year around when NetHui reg opens	Nicole	Nicole leading this work- brought together programme committee of academics and working to Ellen to deliver, Confirmed will be at Aotea Centre as Day Zero, promotion of Eols ramping up in July.
●	Sponsorship	Ongoing	Gertrud	Approved 6 sponsorships in 2017/18. \$22,750 or \$40k budget spent to date.




●	Membership planning	Ongoing	Vivian Vanisa	Vivian to progress this finalise this work next week. Will include a report on tech assessment and engagement plan.
●	Membership survey	Before AGM	Vanisa Megan Vivian	Closes Monday 10 July. Final slides for Andrew to be drafted by Viv.
Other work & projects				
●	Maori Engagement Committee meetings	20 June 2017	Vanisa, Ellen	Next Committee meeting set up for 18 July. Expected progress on the consultation plan and training options required.
●	Maori Engagement strategy - internal training	Oct/Nov	Vanisa	Te Reo training led by NZRS to start next month Two quotes sought for tikanga leadership training from BRG and Piripi - to send to MEC for review.
●	Community team structure and staffing review	July	Ellen, Vanisa	Vanisa yet to draft membership role with Ellen, in prep for next step. Ellen discussed structure with Jordan and likely to hold until after reorg announcement, but contracting/internal options being explored so should progress role JDs.
●	Performance review - mid year	May 2017	Vanisa	Gertrud's PD targets drafted and agreed - to hand to Ellen.
●	CP Activity Planning 2017/18	Ongoing	Ellen	Planning and dependencies complete (page 3 onwards) from Vanisa Ellen has reviewed and will be pitching a scoped scaled back commitment to management and then Council, based on capacity being reduced by reorg/hiring freeze.

Up next / parking lot

Project	Delivery date	Who	Project Status	
Up Next				
	Nethui 2017 - manual and how-to guides	December 2017	Ellen Aimee	Skeleton for manual in draft. Aimee contracted to help, with Ellen now managing this work. Will be doing writeup as organisation happens in July/Aug/Sept/Oct and then finalise in Dec
	Fostering use of the Inclusion map /Digital Divides Launch	6-14 May 2017	Dean	Sought AUT World Internet Project data for use in this map. Understand project plan in complete by Issues.
Parking Lot				
	Maori Engagement strategy - engagement process	31 March 2017	Vanisa/ Nicole	No real progressive action here.
	MBIE presentation on Maori in ICT	26 Jan 2017	Vanisa	No real progressive action here.
	Youth engagement work	31 March 2018	Vanisa	No action.

International


Current work

Project		Delivery date	Who	Project Status
Activity plan projects				
	ICANN 2020	2020	Jordan/ Yvonne	We have made a bid to host ICANN's mid-year Policy Forum in Auckland in June 2020. No decisions can be made before the NZICC is complete in 2018.
	New Zealand collaboration	Ongoing	Jordan	First outreach to MFAT completed, further engagement after the General Election.
	ICANN 59: Johannesburg	June 2017	Jordan	Participated in the usual ICANN meeting.
Other work & projects				

Up next / parking lot







Project		Delivery date	Who	Project Status
Up Next				
	ICANN 60: Abu Dhabi	October 2017		Participation from across the group unclear due to concerns about safety of the location for travellers.
Parking Lot				
	Asia Pacific Regional IGF	July 2020		Participation by InternetNZ staff not possible this year due to other commitments.

Completed



Project	Delivery date	Who	Project Status
Activity Plan projects			
	Pacific Internet Governance Forum	May 2017	This first Pacific IGF since 2011 was organised with short notice. We provided some sponsorship and supported Keith Davidson’s participation, and look to a longer lead time for 2018’s event.
Other work & projects			

Communications and Outreach

Current work

Project	Delivery date	Who	Project Status	
Activity plan projects				
	Why InternetNZ exists	Ongoing	Megan	Good progress made in quarter one. Project now on hold due to organisational review.
	New community section on website	1 May 2017	Sarah	Complete
	About us video	Ongoing	Megan	Project now on hold due to organisational review.
Other work & projects				
	Annual report	1 July	Megan	Completed on time
	NetHui 2017 website build	4 May	Megan	Completed on time
	Monthly media and social reporting	Ongoing	Sarah	Completed each month and ongoing




Up next / parking lot

Project	Delivery date	Who	Project Status	
Up Next				
	Members mail out	10 July	Megan	Completed
	Whakataukī promo	14 July	Sarah	Completed
	Annual research media briefing and advertising	23 August	Megan, Sarah, Jordan	Planning on track


●	Tone of voice workshops with staff	By end of September	Megan, Sarah	Work on track
Parking Lot				

Governance and Membership

Current work








Project		Delivery date	Who	Project Status
Activity plan projects				
	Membership improvements	30 Sept 2017	Vanisa Andrew Vivian	Implementing the findings from PieComms research.
	Membership Survey	27 July 2017	Megan Andrew	For presentation at the AGM.
Other work & projects				
	Organisational Review (Council Led)	Ongoing	Council	As per separate communications.

Up next / parking lot

Project		Delivery date	Who	Project Status
Up Next				
	Membership improvements - new events	Q3 & Q4 2017		Dependency on implementation of the improvements above.
Parking Lot				

Operations

Current work

	Project	Delivery date	Who	Project Status
Activity plan projects				
	Nethui 2017 - logistics	8-10 Nov 2017	Yvonne	Overall milestone planning drafted. Exps budget standing at \$272k. See separate detailed report from Yvonne
	Membership planning	Ongoing	Andrew Vanisa	Viv Chandra is now engaged with InternetNZ and meetings have commenced.
	HR Development	1 October 2017	Laura Andrew	Draft strategy has been drafted and needs to go to strategic management team for review and feedback. Audit taking place of all HR systems, contracts and processes. Scoping of Laura's role and how HR fits is also taking place.
Other work & projects				
	EOY Financial accounts finalisation for 2016/17	24 June 2017	Mary Laura	Progressing well against timeline. Accounts are now with the auditors and accountants for finalisation. Full accounts to be signed off on 24 June by Jamie and Joy.
	Maori Engagement strategy - internal training	TBC	Vanisa/ Maryan n	Marae training postponed until later in the year.
	Performance review - year end	14 April 2017	Andrew	Year end PR meetings complete for all - all staff meeting expectations. Full filing still being done.
	BAU Planning 2017/18	4 May 2017	Laura	Planning loading across operations. Laura considering in terms of team balancing of roles and

				responsibilities.
●	EOY Financial Reporting for other orgs	30 June 2017	Mary Laura	Progressing according to timetable. DNCL and NZITF has been completed, NZNOG and IPV6 will be completed at the end of June 2017.
●	Operations Manual for Finance	Ongoing	Laura	WIP as different tasks are done they are documented.
●	ICT Management and reporting	Ongoing	Andrew Kim	Commenced with review of printers and phones and now moving on with support from Think. Laptop in Moea is being replaced with a piece of equipment that is more suitable for presentations.
●	Copier replacement	30 May 2017	Kim	Approved to proceed.
●	AGM Preparation	31 July 2017	Kim Maryann Yvonne	Preparation for AGM starting now due to unfamiliarity with process. Maria has offered advice.
●	International event stocktake	1 May 2017	Yvonne Andrew	Discussion with Tourism NZ as to how to develop further. Likely to hand back to International group? Awaiting to hear from ICANN before we can proceed.
●	Risk Register	Ongoing	Laura	Discuss at next management team meet Risk framework is being developed.
●	Team Retreat	July 2017	Yvonne	Pending decision on when and where from Management team.
●	NZNOG support	Ongoing	Yvonne	Venue recommendations to NZNOG Trustees






●	Staff training plan and schedule	Ongoing	Laura	Paper is completed and being implemented.
●	New cellphones acquired	2 June 2017	Laura	New cellphones acquired from spark for those who were due for an upgrade. Significant savings were achieved with mobile phones purchased for approx \$800 on a 24 month plan.
●	Training for staff being organised	2 June 2017 27 June 2017	Laura	First aid course Safe space training
●	Speaker series preparation for Democracy and the Internet	6 July 2017	Yvonne	Preparation and logistics for Auckland speaker series event.

Up next / parking lot

Project	Delivery date	Who	Project Status	
Up Next				
●	Internal organisation	July 2017	Andrew Laura	Operations team discussion and development of plan in June 2017.
Parking Lot				
	Phone system replacement	October 2017	Maria	Now deferred due to Organisational Review

Completed

Project	Delivery date	Who	Project Status	
●	Org Review – staff-assisted phase	Completed	Andrew Laura	Paper delivered to May Council meeting. Staff involvement no longer required.

	Earthquake repairs	Completed	Kim	Majority of this work has been completed a picture needs to be rehung and a cabinet fastened to the wall.
	Statement of Service Performance (SSP)	Completed	Mary Laura Vanisa	Presented to Audit and Risk Committee for comment. Reporting is not required to start until 2018.
	May Council meeting prep	Completed	Kim	Council prep has been completed, draft minutes have been circulated to Council.
	NZNOG administration relating to bank accounts	Completed	Mary	Mary organised the NZNOG bank accounts to have a good understanding with the NZNOG trustees around the support they can expect to receive from InternetNZ.
	Auckland Lease	Completed	Andrew	Approved and with landlord for approval.