

# Progress in Q4 2017

Reporting against the Activity Plan

17 May 2018



# 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 (31 March 2018).

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

	1 <sup>st</sup> Quarter	2 <sup>nd</sup> Quarter	3 <sup>rd</sup> Quarter	4 <sup>th</sup> Quarter
<b>Focus Areas</b>	Access to the Internet - Internet Infrastructure; Digital Divide Trust on the Internet - Multi-Factor Authentication; Trust Framework Creative Use of the Internet - modern, balanced copyright			
<b>Issues</b>	Encryption Discussion Starter & Position Paper	State of the Internet 2017 (Q3) Election 2017	Maintaining ISP Spotlight (deferred) Copyright Paper (launch Q4)	MFA Project Digital Divide Paper (deferred to Q1 2018/19)
<b>Community</b>		Nethui: 2017 programme; Beyond 2017 Projects and Conference Grants	Nethui 2017 - Fellowships NetHui 2017 in Auckland NZIRF	NetHui: Copyright Research and Conference Grants
<b>International</b>	Pacific IGF ICANN - Johannesburg		IGF - Geneva ICANN - Abu Dhabi	ICANN - San Juan
<b>Communications &amp; Outreach</b>	Why InternetNZ exists work New community section on website About us video (deferred)	Annual research media briefing and advertising Tone of voice workshops with staff	New Zealand Initiative rollout SOTI Launch	MFA Comms Creative Use of the Internet - Fair Use Comms
<b>Governance &amp; Members</b>	Organisational Review Council Meeting	Organisational Review Council Meeting Membership Survey & AGM	Council Meeting	Council Meeting
<b>Operations</b>	Internal Phone system (deferred)	Internal Organisation	Human Resources (deferred)	

# Introduction

This final quarterly report for the 2017/18 Activity Plan accounts for our delivery of the Activity Plan for this financial year.

Points of note in this quarter include the following.


1. A key focus of this final quarter of the year was implementation of the **Organisational Review outcomes**, and in particular merging NZRS into InternetNZ. This process has had impact across the Activity Plan for this year in that we have deliberately deferred a number of items that make more sense to pursue in the new-InternetNZ, or to manage our staffing levels in response to this large change. I remain feeling very honoured to have been selected to be the new Group Chief Executive, and look forward to working on our future plans for the new InternetNZ.
2. **NetHui Copyright** was a success, with 150 attendees in Wellington coming together for the very first of our “topic specific” versions of this event. A particular highlight was the engaging and challenging presentation from keynote speaker Cory Doctorow. As per usual, it was amazing to see the Internet community come together to discuss, debate and highlight the challenges around copyright in New Zealand – and particularly timely, given the forthcoming review of the Copyright Act. As always, all of the content from this event is available on the NetHui webpage at [www.nethui.nz](http://www.nethui.nz).
3. Development of our **Plan** and approach for the first year of the new InternetNZ, and an accompanying budget. This was a big job in working out how to balance building a new organisation and delivering to our new potential. We’re excited to share what we think we can achieve, and you can find this plan on our website.

I would like to close this report by thanking colleagues all across the InternetNZ group for their work in the last quarter of the financial year. It was also the start of our new world: new structure, staff changes and new relationships to build. Given all this change, to have largely completed our planned work in 2017/18 is an achievement in which the whole team can take pride.



Jordan Carter  
**Group Chief Executive**

## Issues

### Current work

Project	Delivery date	Who	Project Status	
<b>Activity plan projects</b>				
	Q3 Position paper: Digital Divides	May 2018	Nicola	Pushed for release into the next financial year, to be launched during Tech Week.

### Up next / parking lot

Project	Delivery date	Who	Project Status	
<b>Parking Lot</b>				
	Digital Divide map phase 2.		Nicola	Rest of 2017/18 was identifying needed improvements and next steps.
	Trust Framework		Ben	Initial discussions with stakeholders is being planned & collateral developed Has been delayed due to other priority projects and activity planning for 2018/19.

### Complete




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

Project	Delivery date	Who	Project Status	
<b>Activity plan projects</b>				
	Encryption position paper	30 June	Ben	Completed with good feedback from council and externals.
	Digital Inclusion Map	17 August 2017	Dean Ben	Launch complete.  Team has / is talking to Data Futures Partnership (funder), Digital






				Skills Forum and others.
●	<b>General Election 2017</b>	September 2017 (with some follow up)	Ben	NZ Political Twitter data collection is being wrapped up. Analysis will take place in November.
●	<b>Briefings to Incoming Ministers</b>	November 2017	Ben	Briefings to Incoming Ministers and letter to all MPs were dispatched once the new Government has been confirmed
●	<b>Digital Regulation v2</b>	November 2017	James	Report released alongside NetHui: 2018
●	<b>State of the Internet 2017</b>	24 November 2017	Ben	Content complete. Published 29 November 2017.
●	<b>Telco Act Review</b>	2 February 2018	Nicola	Bill has been tabled in the house; submission due Feb 2018
●	<b>Creative Copyright</b>	12 March 2018	James	Linked to NetHui: Copyright event
●	<b>Q2 Position Paper: Copyright</b>	12 March 2018	James	Paper completed and being held for launch with NetHui: Copyright event.
●	<b>Multi-Factor Authentication</b>	15 February 2018	James	Project complete



## Community

### Current work

Project	Delivery date	Who	Project Status	
<b>Activity plan projects</b>				
	Internet Research and Conference Grants	March 2018	Gertrud	In finalisation.
	Grants Revitalisation - Impact Assessment	Ongoing	Vanisa	Philanthropy NZ recommendations reviewed and quick wins being actioned. Data from 4 years of grant giving by INZ has been cleansed, ready for interrogation in Qualtrics.
	Strategic Partners	Ongoing	Vanisa	Partner updates being received.









### Up next / parking lot

Project	Delivery date	Who	Project Status	
<b>Parking Lot</b>				
	MBIE presentation on Maori in ICT	26 Jan 2017	Vanisa	Deprioritised for delivery this financial year, due to Org Review.
	Youth engagement work	31 March 2018	Vanisa	Deprioritised for delivery this financial year, due to Org Review.
	Fostering use of the Inclusion map /Digital Divides Launch	2018	Issues tbd	Will link with Issues next phase of work on a Discussion Document.
	Community team structure and staffing review	TBC	Ellen	Roles put on hold due to org review. No further progress until membership change scoping advances further.
	NZIRF meetups and online platform	TBC	Vanisa	Online platform options paper to complete next steps to be reviewed in the new Outreach and

				Engagement Team.
	<b>Maori Engagement strategy - internal training</b>	Oct/Nov	Andrew	Pending further development of plans with the Maori Engagement Committee
	<b>Nethui 2017 - manual and how-to guides</b>	TBC	Ellen Aimee	Will finalise before NetHui Roadtrip.

## Complete

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



Project	Delivery date	Who	Project Status	
<b>Activity plan projects</b>				
	<b>NetHui Copyright</b>	March	Vanisa	Project in full swing for 12 March event
	<b>Sponsorship</b>	Ongoing	Gertrud	Budget fully allocated for financial year.
	<b>NetHui Beyond 2017</b>	August Council	Ellen	Paper presented and approved by Council.
	<b>Internet Research and Conference Grants</b>	30 March 2017	Gertrud	Contract all signed/filed.
	<b>Community Projects and Conference Grants</b>	August 2017	Gertrud	Round assessed and recommended. First use of the new staff-led process.
	<b>Grants revitalisation - Smarty Grants &amp; Processes</b>	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.
	<b>Speaker Series</b>	22 Aug at AUT	Ellen, Yvonne	'Democracy and the Internet' held to a larger than expected Auckland audience.
	<b>Membership survey</b>	Before AGM	Vanisa Megan Vivian	Presented at AGM

	<b>Maori Engagement Committee meetings</b>	20 June 2017	Vanisa, Ellen	Committee work transferred to staff
	<b>Grants Revitalisation - Policy</b>	15 May 2017	Vanisa	Grants Policy updated and online.
	<b>Nethui 2017 - Fellowships</b>	6 Sept 2017	Gertrud	Fellowships closed and awarded
	<b>Nethui 2017 - programme</b>	2 Oct 2017	Andrew	NetHui delivered
	<b>Nethui 2017 - logistics</b>	8-10 Nov 2017	Yvonne	NetHui delivered
	<b>Nethui 2017 - sponsorship</b>	8-10 Nov 2017	Sue	NetHui delivered
	<b>NZIRF forum/event</b>	8 Nov 2017	Nicole	NZIRF delivered
	<b>Maori Engagement strategy - engagement process</b>	8 Nov 2017	Andrew	Delivered.




# International


## Current work

Project		Delivery date	Who	Project Status
<b>Activity plan projects</b>				
	New Zealand collaboration	Ongoing	Jordan	Ongoing engagement and coordination with NZ Government representatives on Internet governance.
	ICANN Accountability	June 2018	Jordan	Continued participation in a working group designing improvements to ICANN's accountability to the global Internet community following the transition away from U.S. control.

## Up next / parking lot


Project		Delivery date	Who	Project Status
<b>Parking Lot</b>				
	Asia Pacific Regional IGF	July 2017		Participation by InternetNZ staff not possible this year due to other commitments.

## Completed



Project		Delivery date	Who	Project Status
	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.
	ICANN 59: Johannesburg	June 2017	Jordan	Participated in the usual ICANN meeting.
	ICANN 60: Abu Dhabi	October 2017	Jordan	Participated in the usual ICANN meeting.
	ICANN 61: San Juan	March 2018	Jordan	Participated in the usual ICANN meeting, with a focus on handovers from previous InternetNZ Group staff and the introduction of Brent Carey as the new Domain Name Commissioner.
	Global Internet & Jurisdiction Conference 2018	February 2018	Jordan	Participated in domain abuse stream of this event (follow up to 2015) and introduced incoming Domain Name Commissioner Brent Carey to a range of participants.
	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 or 2019.

# Communications and Outreach






## Current work

Project	Delivery date	Who	Project Status	
<b>Other work &amp; projects</b>				
	Monthly media and social reporting	Ongoing	Sarah	Completed each month and ongoing

## Up next / parking lot

Project	Delivery date	Who	Project Status	
<b>Parking Lot</b>				
	Why InternetNZ exists	Ongoing	Megan	Good progress made in quarter one. Project now on hold due to organisational review.
	About us video	Ongoing	Megan	Project now on hold due to organisational review.

## Completed

Project	Delivery date	Who	Project Status	
	Members mail out	10 July	Megan	Completed
	Whakataukī promo	14 July	Sarah	Completed
	Annual research media briefing and advertising	23 August	Megan, Sarah, Jordan	Completed
	Tone of voice workshops with staff	By end of September	Megan, Sarah	Completed and added to brand guidelines
	Annual report	1 July	Megan	Completed on time

	<b>NetHui 2017 website build</b>	4 May	Megan	Completed on time
	<b>New community section on website</b>	1 May 2017	Sarah	Complete
	<b>Recruit acting comms manager and replacement comms advisor and handover</b>	end September	Megan	Completed by month end
	<b>Content for BIM</b>	October	Sue	BIMs files post election
	<b>Content for inclusion in MP Briefing</b>	October	Sue	Working with Issues Team
	<b>NetHui Comms</b>	September/October/November	Megan/Sue	On track - Next up Programme promo and media engagement when programme complete, then at-event comms, followed by post-event comms
	<b>New Zealand Initiative rollout</b>	November	Sue	Report launched at NetHui
	<b>NetHui Copyright</b>	12 March 2018	Sue	Communications and promotional activity for NetHui Copyright.
	<b>Organisational Review Implementation - Branding</b>	31 March 2018	Sue	Retirement of the NZRS brand identity; developing an interim common brand framework. Timeframe is challenging.
	<b>Organisational Review Implementation - Stakeholder communications</b>	31 March 2018	Andrew	Planning stakeholder communications to keep them abreast of Org Review changes.

## Governance and Membership

### Current work




Project	Delivery date	Who	Project Status
Activity plan projects			
Other work & projects			
	Org Review - implementation	Q3 & Q4 2017	NZRS merger completed. Ongoing work during next financial year to build new organisation.

### Completed



Project	Delivery date	Who	Project Status	
	Organisational Review	December 2017	Council completed the decision-making phase of the Org Review process, now handed over into implementation.	
	End-of-year member and stakeholder events	November-December 2017	Delivered events in Wellington and Auckland.	
	Membership	Jan-Mar 2018	Vanisa	Has not advanced due to the Organisational Review changes and under-resourcing in Community team. Will hand over to new Outreach and Engagement function.
	Member engagement - New Year	Jan-March 2017	Engagement of members in the Organisational Review Implementation and in the Activity Planning process for 2018/19	

# Operations

## Current work

Project	Delivery date	Who	Project Status	
<b>Other work &amp; projects</b>				
	Finance (summary)	Ongoing	Mary	Primary focus on Audit and EOFY and ongoing implementation of Organisational Review requirements
	Events (summary)	Ongoing	Yvonne	Focus on NetHui Roadtrip delivery
	Office Management (summary)	Ongoing	Maria	Focus on membership renewal and wider changes around organisational review.

## Up next / parking lot

Project	Delivery date	Who	Project Status	
<b>Parking Lot</b>				
	Phone system replacement	October 2017	Maria	On hold due to the Org Review.
	HR Development	1 October 2017	Laura Andrew	On hold due to the Org Review.
	Operations process mapping	28 February 2018	Yvonne M	Hold due to Org Review Implementation
	Risk Register and active management	Ongoing	Andrew	Hold due to Org Review Implementation - redesign required.

## Completed

Project	Delivery date	Who	Project Status	
	Nethui 2017 - logistics	8-10 Nov 2017	Yvonne	Change in project Management and Ownership to Vanisa and Andrew, to lock these logistics in with the wider

				work.
●	<b>Team Planning 2017/18</b>	June 2017	Andrew	
●	<b>Group CRM scoping</b>	TBC	Andrew	Scoping delivered to CEs, being implemented in INZ through membership workstream.
●	<b>NZNOG</b>	January 2018	Yvonne Maryann	Delivered events management for NZNOG event in Queenstown.
●	<b>Election Software</b>	31 March 2018	Maria	Preferred solution identified, awaiting further information from supplier.
●	<b>Activity Planning and Budgets 2018/19</b>	31 March 2018	Mary Andrew	Preparing detail for the 2018/19 Activity Plan and Budget.