

**Agenda for a meeting of the InternetNZ Council**  
**Friday 3 October 2014 commencing at 9.00am**  
**InternetNZ Office, Level 9 - Grand Arcade, 16 Willis St, Wellington**

Start	Item	Person		Page number
9.00am	<b>Council and Council-CE alone time</b>	President		
9.20am	<b>Environment Scan</b>	verbal		
9.50am	<b>Apologies</b> <b>Declaration of Councillor interests</b> <b>Agenda consideration - in committee items</b>	President		5
10am	<b>Strategic Plan 2015-2020 and Internet Issues Strategy 2015-2020</b>	Jordan Carter		11
10.30am	<b>Chief Executive's Report</b> <ul style="list-style-type: none"> <li>- CE's report and priorities for the quarter</li> <li>- Business Plan &amp; Internet Issues Programme reports</li> <li>- Six month review of budget and business plan</li> <li>- Governance policies</li> </ul>	Jordan Carter		31 36 67 71
11.30am	<b>International Update</b>	Jordan Carter		73
11.40am	<b>Financial Flows</b>	Jordan Carter		77
12.00	<b>Subsidiaries – DNCL and NZRS</b> <ul style="list-style-type: none"> <li>- Alone time (Chairs, CE and Council - confidential)</li> <li>- Registration 2<sup>nd</sup> level (verbal update)</li> </ul> Any general items	Jay Daley, Richard Currey, David Farrar & Debbie Monahan,		
12.00-12.30pm	<b>Lunch</b>			
12.30pm	<b>Committee Terms of Reference</b> <ul style="list-style-type: none"> <li>- Audit &amp; Risk Committee update wording</li> <li>- CE Review Committee</li> <li>- Grants Committee</li> <li>- Membership Engagement Committee</li> <li>- Election Working Group</li> </ul>	President		88 93 96 101 105
1.00pm	<b>Community Funding</b> <ul style="list-style-type: none"> <li>- Partnerships Report</li> <li>- Community Funding Rounds update (verbal update)</li> </ul>	Ellen Strickland		109
1.30pm	<b>Report on NetHui outcomes</b>	Ellen, Krystal, Andrew, David		119
2.10pm	<b>Code of conduct for Councillors</b>	President		
2.15pm	<b>Consent agenda items</b> a. Ratification of minutes: 8 August 2014 b. Outstanding action points c. E-votes ratification d. Membership update	President		143 152 154 159
2.20pm	<b>Other business</b> Meeting feedback Scheduled meeting dates for 2015	President		161
2.45pm	<b>Meeting ends</b>			
3.00pm	<b>Registrations @ Second Level celebrations - The Greenman</b>			

**Annotated Agenda for a meeting of the InternetNZ Council**  
**Friday 3 October 2014 commencing at 9.00am**  
**InternetNZ Office, Level 9 - Grand Arcade, 16 Willis St, Wellington**

Start	Item	Person		Page number
9.00am	<b>Council and Council-CE alone time</b>	President		
9.20am	<b>Environment Scan</b>	verbal		
9.50am	<b>Apologies</b> <b>Declaration of Councillor interests</b> <b>Agenda consideration - in committee items</b>	President		5
10am	<b>Strategic Plan 2015-2020 and Internet Issues Strategy 2015-2020</b> <i>THAT Council adopt the first draft strategic plan for 2015-2020, noting that further development is required particularly in the areas of community engagement, organisational performance and Internet community development and that these areas will be discussed with Council between meetings and available for adoption at the December meeting.</i> <i>THAT Council formally communicate the draft plan to the Subsidiaries with a request for comments by 20 November, and to set out the expectation that this strategy will guide their own strategic and business planning.</i>	Jordan Carter		11
10.30am	<b>Chief Executive's Report</b> <ul style="list-style-type: none"> <li>- CE's report and priorities for the quarter</li> <li>- Business Plan &amp; Internet Issues Programme reports</li> <li>- Six month review of budget and business plan</li> <li>- Governance policies</li> </ul> <i>THAT the Council approve the Chief Executive's report</i>	Jordan Carter		31 36 67 71
11.30am	<b>International Update</b> <i>THAT Council <b>note</b> this International Update.</i>	Jordan Carter		73
11.40am	<b>Financial Flows</b> <i>THAT Council receive this paper regarding implementing the recommendations of the Review of Financial Flows.</i> <i>THAT Council ask the President to write to the subsidiary companies advising of its intention to make more considered use of the existing instruments (Operating Agreements, Statements of Expectations, Statements of Direction and Goals) and policies (Planning and Reporting) from 2015/16 onward, to more carefully define required functions and approve budgets.</i> <i>THAT Council ask the Chief Executive to take the preceding resolution into account when working on Statements of Expectations and in the pending review of the Operating Agreements.</i> <i>THAT Council leave the matter of a license fee unresolved, and schedule a consideration of the matter at the meeting due in June 2015.</i>	Jordan Carter		77
12.00	<b>Subsidiaries – DNCL and NZRS</b> <ul style="list-style-type: none"> <li>- Alone time (Chairs, CE and Council - confidential)</li> <li>- Registration 2<sup>nd</sup> level (verbal update)</li> </ul> Any general items	Jay Daley, Richard Currey, David Farrar & Debbie		

		Monahan,		
12.00-12.30pm	<b>Lunch</b>			
12.30pm	<b>Committee Terms of Reference</b> <ul style="list-style-type: none"> <li>- Audit &amp; Risk Committee update wording</li> <li>- CE Review Committee</li> <li>- Grants Committee</li> <li>- Membership Engagement Committee</li> <li>- Voting &amp; Election Group</li> </ul> <i>THAT the Council approve the Terms of References</i>	President		88 93 96 101 105
1.00pm	<b>Community Funding</b> <ul style="list-style-type: none"> <li>- Partnerships Report</li> <li>- Community Funding Rounds update (verbal update)</li> </ul> <i>THAT the Council approve the Partnerships report</i>	Ellen Strickland		109
1.30pm	<b>Report on NetHui outcomes</b>	Ellen, Krystal, Andrew, David		119
2.10pm	<b>Code of conduct for Councillors</b>	President		
2.15pm	<b>Consent agenda items</b> <ul style="list-style-type: none"> <li>a. Ratification of minutes: 8 August 2014</li> <li>b. Outstanding action points</li> <li>c. E-votes ratification</li> <li>d. Membership update</li> </ul> <i>THAT the minutes of the meeting held on 8 August 2014 be received and adopted as a true and correct record, and THAT the following reports be received:</i>	President		143 152 154 159
2.20pm	<b>Other business</b> Meeting feedback Scheduled meeting dates for 2015	President		161
2.45pm	<b>Meeting ends</b>			
3.00pm	<b>Registrations @ Second Level celebrations - The Greenman</b>			

# **Declaration of Councillor Interests**

*(For Information)*

## INTERNETNZ COUNCILLOR REGISTER OF INTERESTS

Officers and Councillors are required to register any interests, commercial, political or organisational, which they believe may be relevant to the perception of their conduct as a Councillor or Officer. Officers and Councillors are, however, still required to declare a Conflict of Interest, or an Interest, and have that recorded in the Minutes.

Officers and Councillors receive the following annual honoraria:

### Honoraria

President - \$30,000

Vice President - \$18,750

Councillor - \$15,000

### Name: Jamie Baddeley

Position: President, InternetNZ

Term: AGM 2012 - AGM 2015

Declaration Date: 28 August 2007, updated 28 May 2014

### Interests:

- Owner and Director of Viewpoint Consulting Ltd
- Viewpoint Consulting Ltd is a shareholder of FX Networks Ltd
- Registrant of vpc.co.nz, is.org.nz, internetstandards.org.nz
- Member of the New Zealand IPv6 Steering Group
- NZNOG Trustee
- Employee of TeamTalk
- Officer's Honorarium for InternetNZ

**Name:** Joy Liddicoat

**Position:** Vice President, InternetNZ

**Term:** 22-Aug-2014 (by-election)-AGM 2015

**Declaration Date:** 22 September 2014

### Interests:

- Holder of .nz domain name registrations
- Holder of .com domain name registrations
- Member of the New Zealand Law Society
- Member and volunteer for TechLiberty
- Employee at the Association for Progressive Communications (APC)
- Representative of APC in the Non Commercial Users Constituency of ICANN

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- Founding Director and Shareholder of Oceania Women's Satellite Network (OWNSAT) PTE Limited. OWNSAT is a shareholder in Kacific Broadband Satellite.
- Member of Pacific Chapter, Internet Society (PICISOC)
- Officer's honorarium for InternetNZ

**Name: Neil James**

Position: Councillor, InternetNZ

Term: AGM 2013 - AGM 2016

Declaration Date: 28 August 2008, updated 20 November 2013

Interests:

- Fellow of IITP
- Member of the Dunedin Computers in Homes Steering Group
- Councillor's Honorarium for InternetNZ

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**Name: Hamish MacEwan**

Position: Councillor, InternetNZ

Term: AGM 2012 - AGM 2015

Declaration Date: 24 August 2007; updated 31 March 2014

Interests:

- Self-employed Open ICT consultant
- Registrant of sundry .nz domains
- Member of Internet Party
- Councillor's Honorarium for InternetNZ

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**Name: Brenda Wallace**

Position: Councillor, InternetNZ

Term: AGM 2012 - AGM 2015; updated 22 July 2014

Interests:

- Employee of Rabid Tech
- Member of Green Party of Aotearoa New Zealand
- A gazillion .nz domain names
- Organiser of Girl Geek Dinners Wellington
- Member and volunteer for Tech Liberty
- Councillor's Honorarium for InternetNZ

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**Name: Lance Wiggs**

Position: Councillor, InternetNZ

Term: AGM 2013 - AGM 2016

Declaration Date: 9 August 2010, updated 22 June 2014

Interests:

- Director and shareholder in several NZ companies, generally operating online
- Including: Director and, through Punakaiki Fund, shareholder of ISP Vibe Communications Limited
- Direct and indirect owner of various .nz domain names (<40)
- Director of Lance Wiggs Capital Management
- Director, and, through LWCM, Manager of Punakaiki Fund Limited
- Member of two Return on Science Investment Committees
- Better By Capital provider for NZTE
- Member of the Institute of Directors
- Member of NZCS / Institute of IT Professionals
- Wife (Su Yin Khoo) is Director and Shareholder of Gather Conference Limited and Gather Workshops Limited, and has performed work for Kiwi Foo Camp
- Councillor's Honorarium for InternetNZ

**Name: Dave Moskovitz**

Position: Councillor, InternetNZ

Term: AGM 2011 - AGM 2017

Declaration Date: 9 August 2010, updated 20 November 2013

Interests:

- Registrant of .nz, .com, .org, .pe domains
- Director, Domain Name Commission Limited
- **Board memberships:**
- Think Tank Consulting Limited
- WebFund Limited
- Hyperstart Limited
- Golden Ticket Limited
- MusicHype Inc.
- Publons Limited
- Expander Limited
- SWNZ Limited
- Open Polytechnic
- **Shareholdings (all of the above except for SWNZ Limited and Open Polytechnic, plus):**
- Lightning Lab 2013
- WIP APP Limited
- Learn Coach Limited
- Ponoko Limited
- Celsias Limited
- 8interactive Limited
- Admin Innovations Limited
- DIY Father Limited
- Smaratshow Limited
- Small holdings in numerous publicly listed companies
- **Non-profit Activity:**
- Global Facilitator
- Startup Weekend (Trustee)
- Pacific Internet Partners (Trustee)
- Think Tank Charitable Trust (Co-Chair)
- Wellington Council of Christians and Jews

- **Other memberships:**
- NZ Open Source Society
- NZ Rise
- Royal Society
- Registered marriage celebrant
- Councillor's Honorarium for InternetNZ

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**Name: Richard Wood**

Position: Councillor, InternetNZ

Term: AGM 2013 - AGM 2016

Declaration Date: 15 July 2013, updated 31 January 2014

Interests:

- Holds .nz and .net domain name registrations
- Member of ISOC, PICISOC and Pacific Internet Partnership Inc.
- ~~Advisor to Rabid Technologies~~
- ~~Employee of Morphoss Ltd~~
- Employee of Parts Trader Markets Ltd.
- Councillor's Honorarium for InternetNZ

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**Name: Amber Craig**

Position: Councillor, InternetNZ

Term: AGM 2013 - AGM 2016

Declaration Date: 18 July 2013, updated 30 July 2014

Interests:

- Organiser of Girl Geek Dinners Wellington
- Consultant and organiser of some corporate unconferences
- Holds .nz domain name registrations
- Employee of ANZ
- Creator & Director of Beyond the Achievements
- Councillor's Honorarium for InternetNZ

**Name: Rochelle Furneaux**

Position: Councillor, InternetNZ

Term: AGM 2014 – AGM 2017

Declaration Date: 13 February 2014

Interests:

- Shareholder of Enspiral Foundation Ltd
- Director and Shareholder of Enspiral Legal Ltd
- Director of Enspiral Spaces Ltd
- Member of New Zealand Law Society
- Councillor's Honorarium for InternetNZ



**Name: Sarah Lee**

Position: Councillor, InternetNZ

Term: AGM 2014 – AGM 2017

Declaration Date: ~~TBC~~ 23 September 2014

Interests:

~~(To be confirmed)~~ Contactor to 2020 Communications Trust

- Member of New Zealand Māori Internet Society
- Māori Advisory Group member for Injury Prevention Network
- Councillor's Honorarium for InternetNZ

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**Name: Hayden Glass**

Position: Councillor, InternetNZ

Term: AGM 2014 – AGM 2017

Declaration Date: ~~TBC~~ 23 September 2014

Interests:

- Consulting Economist with the Sapere Research Group. Clients are generally
- telco/media/Internet companies and government agencies, and have included
- Chorus, Sky TV, Google, TUANZ, MBIE, and The Treasury, as well as the
- Innovation Partnership and Internet NZ.
- Convenor of the Moxie Sessions, an Auckland tech-economy discussion group
- Founder and Director of Kuda Ltd, a (very slow moving) big data analytics
- startup
- Volunteer at Wiki New Zealand
- Member of Techliberty
- Registrant of .org, .com and .nz domains(To be confirmed)

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# **Strategic Plan 2015-2020 and Internet Issues Strategy 2015-2020**

## **Explaining this Draft Strategic Plan**

The material in the attached Draft Strategic Plan is collated from the discussion at the Strategy Retreat held in September 2014. It is presented to Council at this October meeting for review and comment, and to seek input and thought about the following points:

- There aren't transformations developed yet regarding:
  - Community Engagement
  - Organisational performance
  - Internet community development

These can however be developed by staff and/or from the existing Business Plan and circulated for discussion, and then included in the next version of the Strategy in December.

- International Strategy and Plan – these are currently separate, should they remain so?
- Do any particular areas require further work in your view (and if so, which ones)?

I also note the need to collate the present states for most of the transformations. Council is asked to consider the following recommendations:

THAT Council adopt the first draft strategic plan for 2015-2020, noting that further development is required particularly in the areas of community engagement, organisational performance and Internet community development and that these areas will be discussed with Council between meetings and available for adoption at the December meeting.

THAT Council formally communicate the draft plan to the Subsidiaries with a request for comments by 20 November, and to set out the expectation that this strategy will guide their own strategic and business planning.

Jordan Carter  
25 September 2014

## Introduction

InternetNZ is an Internet community organisation with a cause. The cause is the open Internet; the Internet community is all those affected by the Internet's growth and development. Our vision is of a better world through a better Internet.

We are active in a range of areas to meet the needs of the Internet community. We provide critical Internet infrastructure; we create platforms for the discussion of the Internet and its impact; we maintain a community funding programme; we provide authoritative information and advice on Internet issues. In doing all this we have as our foundational purpose the protection and promotion of the open Internet. Our mission is to promote the Internet's benefits and uses, whilst protecting its potential.

This draft Strategic Plan for the five years 2015-2020 explains the core components of the InternetNZ group. It then sets out the key issues that we plan to work on in that time period. For each issue, it records the transformations we seek to bring about; the approximate priority and importance of each of these, and then some commentary about what the transformations mean.

Separate strategy documents expand on this and complement it. The "Internet Issues Strategy" adopts the same approach but focused firmly on the reality of the Internet itself. The joint .nz strategy, owned by DNCL and NZRS, sets out the direction for the .nz ccTLD. The last section of this document sets out the relationships between them.

Taken together, this Plan and that Strategy are a comprehensive high-level, long range take on InternetNZ's direction. They are the framework that shapes the annual Business Planning process, and are reviewed each year by the new Council following the Annual General Meeting. Both documents are owned by the Council, which is elected by our members and intended to serve the cause and the community InternetNZ is built for.

On the Council's behalf, I welcome feedback and thoughts regarding the content and the approach set out here.

Jordan Carter  
**Chief Executive**

## Group Structure

The InternetNZ Group comprises three business units: InternetNZ, NZRS and the Domain Name Commission. Each has distinct roles and responsibilities within the Group: [NOTE: the explanations here may change in discussion with the relevant subsidiaries.]

Unit	Role/Responsibility
InternetNZ	<ul style="list-style-type: none"><li>• Establishes and maintains overarching framework for .nz as the designated ccTLD manager</li><li>• Establishes and develops Group Strategy and relevant policies</li><li>• Membership organisation and elections to Council</li><li>• Analysis and information on Internet issues</li><li>• Community funding programme</li><li>• Community engagement and development initiatives including platforms for discussion and debate</li><li>• “Parent” to the subsidiaries</li></ul>
Domain Name Commission	<ul style="list-style-type: none"><li>• Day to day management of the .nz ccTLD</li><li>• Maintains Service Level Agreement framework for NZRS operation of the .nz ccTLD SRS and DNS</li><li>• Policymaker for the .nz ccTLD</li><li>• Regulator of the .nz registrar market</li><li>• Dispute resolution service provider for .nz</li></ul>
.nz Registry Services	<ul style="list-style-type: none"><li>• Operator of the .nz ccTLD SRS and DNS</li><li>• Business Development vehicle</li></ul>

Detailed information regarding the roles and responsibilities of the Subsidiaries is set out in the Operating Agreements that each has with InternetNZ, the annual Statements of Expectations set out by InternetNZ and the responding Statements of Directions and Goals set out by each company.

## Key Areas and Transformations

### Internet Issues

While there is a companion Issues Strategy under preparation, some broad transformations for the whole Internet Issues programme have been considered here.

Transformation/s			Lead	Imp't	Phase
	From	To			
1		New Zealand Government Internet policy is seen as “the best in the World”.	All	1	B
2	For those that are aware of InternetNZ, we are a trusted authority. However we are not well known.	We are the trusted authority regarding the Internet, particularly in the data we produce.	All	1	C
3		Information and analysis from international work is properly applied across the Issues work programme.	All		A
4	There is fluidity and a lack of clarity around the work on Internet issues	A robust and transparent system for prioritising work on Internet Issues is in place.	InternetNZ		A
5		Security issues are an integral part of the Internet Issues work programme.	InternetNZ		A

## Funding and Business Development

The single largest source of income for the group is from the fees charged for registrations of .nz domain names. Any organisation with a single major source of income would improve its security by diversifying. That is what this key issue is focused on.

Transformation/s			Lead	Imp't	Phase
	From	To			
1		The .nz policy framework enables business development.	DNCL	1	A
2		Assets held across the group are generating the highest possible return given risk preferences.	All	1	A
3		The group has diversified and secure funding sources (ideally, across three distinct markets).	NZRS	1	B
4		Other business/services are in operation.	NZRS	1	B
5		Income is rising faster than costs across the group.	All		A
6		Other forms of business/service development are ruled in or out.	InternetNZ		A
7		Services are operating that deliver InternetNZ objects directly.	NZRS		A
8		NZRS is the group's trusted business development implementation unit.	NZRS		B

## Role and Purpose

InternetNZ is an Internet community organisation, formed by and from the Internet community to serve its needs and aspirations. It is also an organisation with a cause: the cause of the Open Internet. This foundation is woven through all its activity, and inspires the vision and the mission already agreed. See **Appendix 1** for more on this.

Transformation/s			Lead	Imp't	Phase
	From	To			
1	InternetNZ is seen as the “go-to” people by informed stakeholders, the wider stakeholder group is not as aware.	InternetNZ is seen as the “go-to” organisation with respect to Internet issues that are of most importance to us.	InternetNZ	1	B
2		The whole group is confident in consistently articulating our role and purpose, and the mandate for our operation of .nz.	InternetNZ		A
3		Our story is widely understood in the Internet community.	InternetNZ		B



## Membership

As an incorporated society, InternetNZ is owned by its members. Members are participants in the Internet community who wish to support InternetNZ's work, play a role in the organisation's governance, or contribute to the development of the Internet community or in discussion on Internet issues. Council is establishing a group to work on this key issue in further depth.

Transformation/s			Lead	Imp't	Phase
	From	To			
1		Members are, and feel, valued and able to contribute to the organisation's work.	InternetNZ	1	B
2		There are no barriers to joining InternetNZ for anyone who supports the cause of an open Internet (diversity, inclusiveness, accessibility, etc).	InternetNZ	1	B
3		Role/s of membership and members are clear to all.	InternetNZ		A
4		The role of members as part of the group's accountability environment or system is clear.	InternetNZ		B

## Stakeholders

The Internet community is, at its broadest, as diverse as New Zealand society as a whole, and is our relevant community of interest as a charitable organisation. A narrower reading is of those actively engaged with the Internet and its development. Even this narrow reading creates a complicated and diverse set of stakeholders. These stakeholders are important to InternetNZ and InternetNZ seeks to be relevant to them, too.

Transformation/s			Lead	Imp't	Phase
	From	To			
1		Stakeholders feel a sense of ownership in the development of the Internet in New Zealand.	InternetNZ	1	B
2		InternetNZ has balanced and broad connections across the Internet community.	InternetNZ		A
3		The Internet community is thriving, connected, collaborating.	InternetNZ		B
4		Internet community stakeholders are passionate about an Open Internet.	InternetNZ		B

## People and Operations

In making the organisation work, people are at the centre. Without a talented and effective team, it is not possible to advance the cause or serve the Internet community.

Transformation/s			Lead	Imp't	Phase
	From	To			
1	Relationships between the Chief Executives and the business units are generally excellent.	There is recognition that the relationships between the Chief Executives and the business units can best be described as excellent.	All	1	A
2		Succession planning in staff leadership and governance roles is in place across the group.	All		A
3		InternetNZ is, and is seen to be, a great employer.	All		A
4		InternetNZ's business units are all recognised as high performing teams.	All		B

## Community funding

Community funding is a key activity for the group, with a Strategic Partnerships programme in place and a series of Grants Rounds also in place. These resources are deployed in pursuit of InternetNZ's objects, and they have the added benefit of contributing to the development of the Internet community.

Transformation/s			Lead	Imp't	Phase
	From	To			
1		Community funding is, and is seen to be, effective.	InternetNZ	1	A
2		The story of InternetNZ's community funding programmes is well understood by key stakeholders.	InternetNZ		B
3		The resources deployed for community funding are doubled.	InternetNZ		C

## Phasing

This section will include a table/chart that phases the key transformations, to explore and resolve interdependencies and to give some shape to the focus for business plans over the period of the Strategy.

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## How InternetNZ's Strategic Framework works

This chart is a first effort at setting out the interrelationships between the various strategic and planning documents that exist across the Group. It will evolve and be improved over time.

Strategic Plan (Group Strategy)					
Issues Strategy	.nz Joint Strategy	International Strategy	DNCL Strategy	NZRS Strategy	
Internet Issues Plan	( <b>reflected</b> in subsid Strategies and <b>implemented</b> in their Bus Plans)	International Plan	DNCL Bus Plan	NZRS Bus Plan	InternetNZ Bus Plan

### Explaining this Draft Internet Issues Strategy 2015-2020

This Draft Internet Issues Strategy is based off the discussions held at the Council Strategy Retreat, as well as the transformations already underway in the Internet Issues Programme. It is presented to Council at this October meeting for review and comment, and to seek input and thought about the following points:

- There aren't transformations developed yet regarding the Internet Security Portfolio; and
- The Internet Issues Programme-wide transformations are not yet lined up between those from the Strategy Retreat, and those already in the Business Plan; and
- The transformations listed in each of the current Portfolios would benefit from review in light of the Retreat.

These issues will be developed by staff and circulated for discussion and then included in the next version of the Strategy in December.

Council is asked to consider the following recommendation:

THAT Council adopt this Internet Issues Strategy for for 2015-2020, noting that further development is required particularly in the areas of Internet Security and Programme-wide transformations; and that these areas will be discussed with Council between meetings and available for adoption at the December meeting.

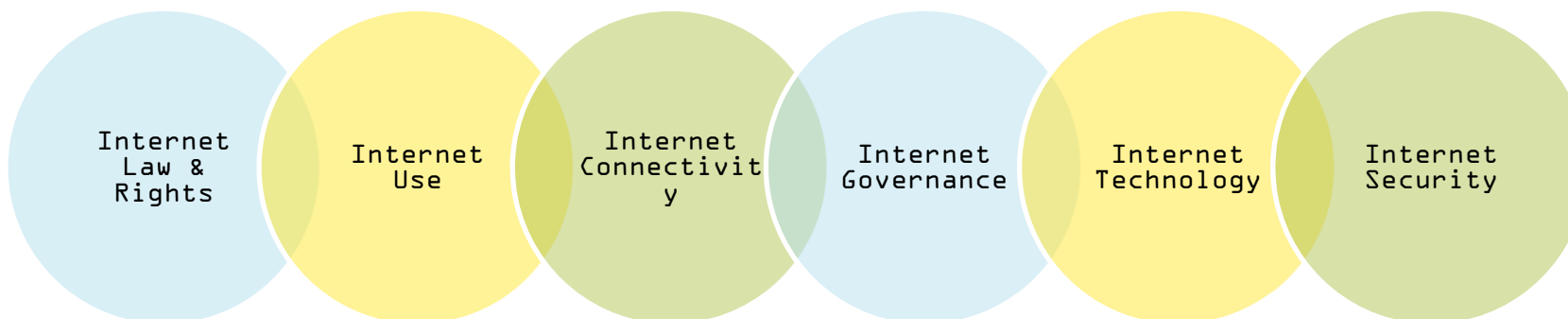
Andrew Cushen  
25 September 2014

### Introduction

InternetNZ is an Internet community organisation with a cause. That cause is the open Internet; the Internet Community is all those affected by the Internet's growth and development. Our vision is of a better world through a better Internet. Our organisational wide strategy for delivering to this cause is outlined in the Strategic Plan, which this Internet Issues Strategy is a component of.

This Internet Issues Strategy serves to further our mission: to promote the Internet's benefits and uses, and protect its potential. We do this by working with the Internet Community on a wide range of Internet issues; by working collaboratively, in a multistakeholder fashion, with our key constituencies of businesses, academia, community organisations, technical experts and governments; and by focussing our efforts on six key "portfolios" of benefits, uses and potential:

### Internet Issues Programme



As with the Strategic Plan, this Internet Issues Strategy concerns the transformations that InternetNZ will seek to bring about between 2015-2020. These transformations are both Internet Issues Programme-wide, and agreed with the Council in the context of the InternetNZ Strategic Plan, and also specifically for each of the portfolios listed above as expressed in this document.

As a component of the InternetNZ Strategic Plan, this Internet Issues Strategy is also owned by the Council. Staff will prepare an annual Business Plan, which will seek to deliver specific initiatives to further the transformations agreed in this Strategy.

## Draft Internet Issues Strategy 2015-2020

I am excited to present this strategy. I believe that InternetNZ has the potential to continue to effect real, meaningful change on our transformations and towards our mission and cause. This Internet Issues Strategy is about building on InternetNZ's record and establishing the basis for the next era of achievement that we can be proud of as an organisation. I would greatly appreciate any feedback that can help improve this Strategy further.

Andrew Cushen

Work Programme Director

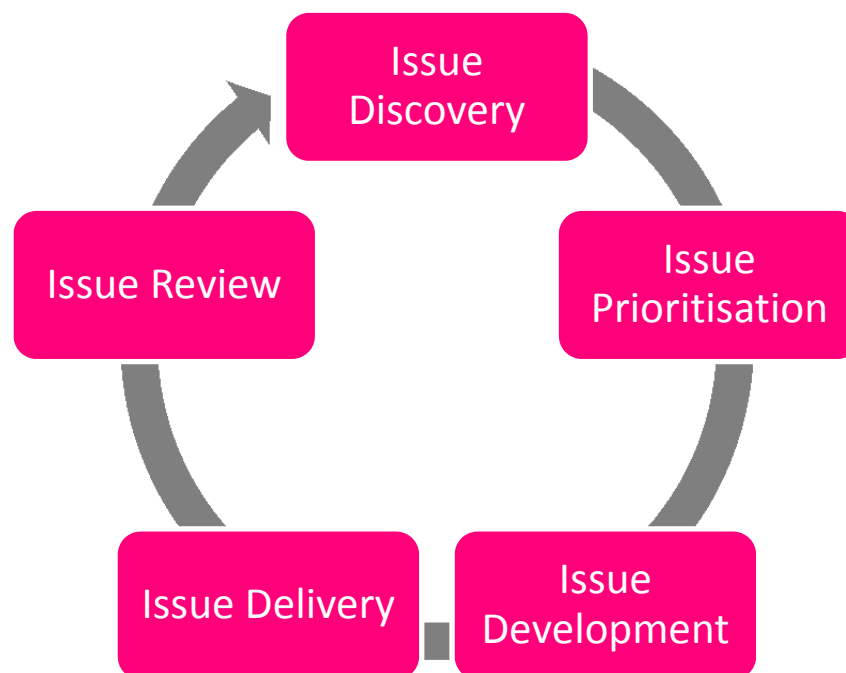


## Draft Internet Issues Strategy 2015-2020

### Internet Issue Methodology & Workflow

The Internet Issues Programme delivers Initiatives in a variety of ways. We have a range of tools and methods to deploy for each individual project, and utilise these as appropriate to a given Internet Issue to maximise our impact. We also blend these different methods to ensure we are working with the Internet Community in as many ways as possible, and to demonstrate to that Community and our stakeholders the true breadth of our interests and approaches.

The purpose of this part of the Internet Issues Strategy is to articulate the methodology and workflow that we will utilise in delivering the initiatives. This methodology will be demonstrated to the Council through application in the 2015/16 Business Plan, and thereafter.



## Key Areas and Transformations

### Internet Issues Programme-wide

The Internet Issues Programme encompasses InternetNZ's work across all of the six portfolios. The transformations committed to and initiatives undertaken in this area relate to goals that are broader than those envisaged in the individual portfolios.

Transformation/s			Lead	Imp't	Phase
	From	To			
1		New Zealand Government Internet policy is seen as "the best in the World".	All	1	B
2		We are the trusted authority regarding the Internet, particularly in the data we produce.	All	1	C
3		Information and analysis from international work is properly applied across the Issues work programme.	All		A
4		A robust and transparent system for prioritising work on Internet Issues is in place.	InternetNZ		A
5		Security issues are an integral part of the Internet Issues work programme.	InternetNZ		A
	New legislation does not take the Internet into account at a principled, fundamental level	New legislation understands and takes into account the Internet at a principled, fundamental level.			
	Legislation currently progressing through the House, or already implemented but subject to review, is harmful to the open Internet	InternetNZ engages in the legislative process to advocate for sensible, Internet-friendly approaches to current legislative challenges.			
	Legislators and public agencies do not have sufficient knowledge of the Internet and the online economy to effectively legislate	Legislators and public agencies are informed and multistakeholder in legislating matters related to the Internet and take a multistakeholder approach to developing Internet-relevant legislation.			
	Confusion about how law and policy recognises Human Rights in the online environment.	Human rights are appropriately recognised, respected, and extended in their application to the online environment			

### Internet Law & Rights Portfolio

The Internet Law & Rights Portfolio of the Issues Programme encompasses InternetNZ's work to inform and enhance the legal and political environments that shape the Internet and its use both domestically and internationally, and to ensure that Human Rights are recognised and respected in the online environment.

Transformation/s			Lead	Imp't	Phase
	From	To			
1	New legislation does not take the Internet into account at a principled, fundamental level	New legislation understands and takes into account the Internet at a principled, fundamental level.			C
2	Legislation currently progressing through the House, or already implemented but subject to review, is harmful to the open Internet	InternetNZ engages in the legislative process to advocate for sensible, Internet-friendly approaches to current legislative challenges.			A
3	Legislators and public agencies do not have sufficient knowledge of the Internet and the online economy to effectively legislate	Legislators and public agencies are informed and multistakeholder in legislating matters related to the Internet and take a multistakeholder approach to developing Internet-relevant legislation.		1	C
4	Confusion about how law and policy recognises Human Rights in the online environment.	Human rights are appropriately recognised, respected, and extended in their application to the online environment			C

### Internet Use Portfolio

The Internet Use Portfolio of the Issues Programme encompasses InternetNZ's activity to encourage and drive uptake and usage of the Internet in New Zealand homes, businesses and communities.

Transformation/s			Lead	Imp't	Phase
	From	To			
1	Drivers and benefits of Internet uptake and use in NZ not clearly understood	Drivers of Internet uptake and use in NZ known, and the benefits of usage and uptake clearly appreciated.		1	A
2	Collaboration with the Internet Community on delivering initiatives to improve uptake and use ad-hoc	Deliberate targeting of Collaboration and Community Funding to deliver to uptake and usage goals.		1	A
3	Methods for reviewing and communicating lessons	Clear methodology for reviewing success against			A

	and successes in driving greater uptake and use of the Internet not developed	targets and for communicating outcomes to all interested stakeholders.			
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### Internet Connectivity Portfolio

The Internet Connectivity Portfolio of the Issues Programme encompasses InternetNZ's activity to deliver the ability to connect to the Internet wherever you are in New Zealand.

Transformation/s			Lead	Imp't	Phase
	From	To			
1	Regulatory and policy setting debates led by telecommunications and narrow commercial interests	Regulatory and policy setting debates reflect Multistakeholderism			A
2	Future regulatory models unclear	Regulatory standards developed and articulated through to 2020		1	B
3	High speed connectivity to some	High speed connectivity to all		1	C
4	Internet as a value added service	Internet as a utility			C

### Internet Governance Portfolio

The Internet Governance Portfolio of the Issues Programme encompasses InternetNZ's participation in processes that make decisions regarding the future development of the Internet, both global and local.

Transformation/s			Lead	Imp't	Phase
	From	To			
1	Debate on Internet Governance is largely framed by governments and the ITU	Debate on Internet Governance is largely framed by Internet Stakeholders.			A
2	NZ Government is an ally of the open Internet	NZ Government is a principled advocate of the open Internet		1	C
3	Shallow multistakeholderism is evident in the Internet Governance world	Multistakeholderism is firmly embedded in the Internet Governance world			B
4	Stakeholders do not understand Internet Governance and its relevance	Stakeholders understand and appreciate why we do this and they may appropriately engage in a true		1	A

		multistakeholder fashion			
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## Internet Technology Portfolio

The Internet Technology portfolio concerns InternetNZ's advocacy and development of protocols and technologies that allow the Internet to function and to develop, while also continually pushing for enhancement of these functions.

Transformation/s			Lead	Imp't	Phase
	From	To			
1	Communications on the Internet not authorised and identified by reliable systems	Reliable systems in place to identify and authorise online communications			B
2	Network design does not anticipate likely future demands, features, resilience and stability	Best practice in future proofing networks for demand, features, resilience and stability are developed and shared			C
3	Many online activities, products and services are insecure	All Internet products and services have positive security models		1	C
4	InternetNZ engagement with the development of Open Protocol Standards lacks strategy and focus	InternetNZ's strategy and engagement with the development of Open Protocol Standards bodies well documented and focused			A
	The technical components within the New Zealand Internet community are not well mapped	The technical components within the New Zealand Internet community are well mapped.		1	A

## Internet Security Portfolio – to be developed

# **Chief Executive Report**

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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 30 September 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 August Council meeting, planned priorities for the three months from now until the end of December 2014, longer range priorities, and a brief update on staffing and contractor issues.

Papers that form part of this report are attached as follows:

- Business Plan Report to 30 September 2014
- Internet Issues Programme Report to 30 September 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, other or potential new risks to advise the Council of at the reporting date.

### 2: Recent Priorities

#### *Chief Executive*

Since the AGM and the August meeting of the Council, I have been focused on the following issues, generally in descending priority order:

- Induction of the new Council and building a relationship with new President and Vice President
- Preparation of a new Strategic Plan for the group, including prep for the Strategy Retreat
- Completing the work of the .nz Framework review and making recommendations on next steps arising from the Financial Flows review
- Induction of Marian as a new team member
- Governance policy register development
- General Election-related issues work
- Ongoing team training and development
- Attendance & participation at the Australian and global Internet Governance Forums, and at the ANZIsAs associated with the former.

There were no planned priorities identified by me for focus in the previous report that have not progressed as expected.

### ***Operating team***

The 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:

#### Community Engagement and Funding:

- Successful launch of the first funding round for the year (Internet Projects) and information about Travel Funding also available.
- Preparations ongoing for NetHuiSouth which is scheduled 21-22 November.
- NetHui wrap-up report completed.

#### Internet Issues:

- Precip of party policies done for blog; Briefing to Incoming Minister also prepared.
- Copper broadband pricing and Boost products work continues in the Commerce Commission's proceedings.
- A paper exploring options to establish a CSIRT for New Zealand was commissioned in this period and will be launched for discussion before the Council meeting.

#### Identity:

- Work on the website is well under way, with site built, theming largely done, and content transfer and updating well under way. Progress will be displayed at the Council meeting, with launch anticipated by mid-October.
- Preparatory work for this year's stakeholder reviews has been done.

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

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

#### ***Chief Executive***

The following are my planned broad areas of focus in the October to December period, in priority order:

1. **A new President and Vice President:** the Chair-CE relationship is critical to any organisation. Jamie and I are off to a good start and with Joy having recently been elected, getting this relationship right remains an important priority.
2. **Strategy - > Business Plan:** the Strategic Retreat in September has delivered a clear strategic direction. From now until the end of the year we will be turning that strategic direction into the plan for 2015.
3. **Subsidiary and .nz stewardship:** finishing the .nz Framework Review process; implementing changes arising from the financial flows review; developing and agreeing Statements of Expectations for the coming year; preparatory work for an MOU between the Department and InternetNZ regarding .nz; and implementing changes to the copyright situation for .nz WHOS data.



4. **The new Government:** following the General Election on 20 September, the broad composition of the Government is unchanged. At the time of reporting the ICT portfolio minister is not yet known. We will be back in touch with that person shortly after appointment.
5. **Governance policy framework:** with internal policy frameworks largely in place, attention is on the governance policy framework. This meeting seeks agreement for the relevant policies to incorporate, with a decent programme of policy development/amendment and adoption ahead for the December, February and April meetings.
6. **International:** I am focused on the issue of ICANN accountability within the Internet Governance portfolio. I may attend parts of the ICANN Meeting in Los Angeles, but plan to be on leave nearby at the time to attend a wedding – I will try and juggle both commitments.

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

#### *Operating Team*

- **Community Engagement:** Producing NetHui South in November.
- **Community Funding:** Conducting and completing the Internet Projects and the Canterbury grants rounds.
- **Internet Issues:** network neutrality, State of the Internet report, Web Index, FPP work, Parliamentary Internet Forum, PAG review.
- **Identity:** New website completed and launched.

More detail of what is coming up is available in the Business Plan and Internet Issues Reports, which set out scheduled dates for all the tasks in the plans.

#### **4: Longer Range Priorities**

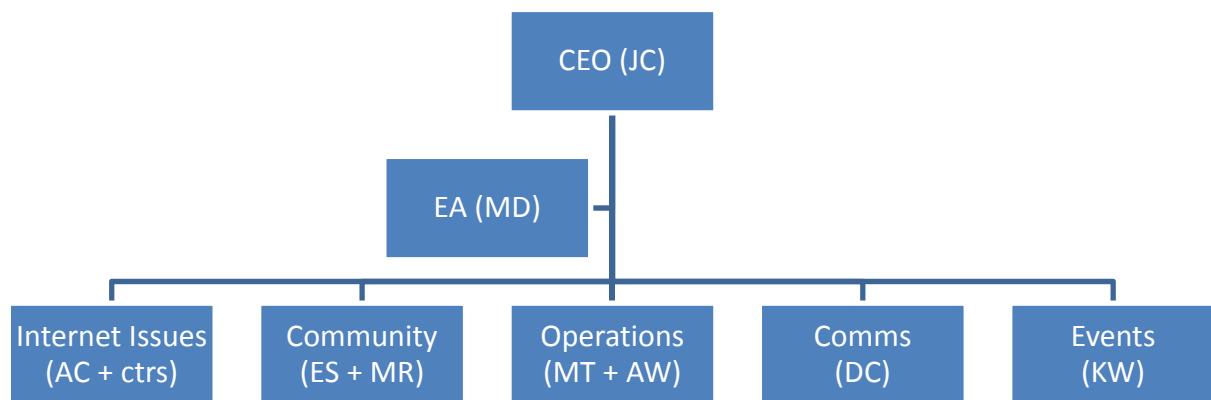
The big picture issues on my mind, in no particular priority order at this stage, are fairly similar to those set out in my previous report, and are:

- **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 and “spreading the word” on this, so that our public profile becomes clearer.
- **Financial flows:** implementing any changes arising from the review.
- **Role of and relationship with Members:** there is a good deal to do to better understand our members and develop 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**

Marian Donaldson joined the team and met many of you at the Council meeting in August. Her induction and integration in the team is proceeding apace.

For the interest of Councillors, our current functional structure is as follows:



## 6: Other matters

- I will be away 8-22 October there or thereabouts for a wedding in the United States and attendance at part of the ICANN meeting in Los Angeles.

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

Jordan Carter  
**Chief Executive**

24 September 2014



# Internet Issues Programme Report – October 2014

## Commentary

The Internet Issues Programme continues to deliver on its high priority items, successfully. Notable in this regard has been the load of this year's General Election, which we have responded to with highlighting and promoting Internet-friendly ideas for the next three years.

I am focussed upon two things:

- Developing and implementing the strategy, plan and structure for the Internet Issues team at INZ. The current model is not capable of delivering to our expectations and plans in the long term, and is restraining this Issues Programme currently. This can be changed, and will be before the 2015/16 year. The strategic clarity we have got to over the last month is a key input into this transformation.
- Delivery of the A and B priorities in this plan. This plan confirms expected timeframes for delivery of these items, so that Council may understand the calendar from here. The plan remains deliverable, albeit challenging, versus the implementation of long-term capacity and capability.

## Progress made since last report:

		Done	In Progress	Not Started
Priority A	Oct	4/11	7/11	0/11
	Aug	1/11	8/11	2/11
Priority B	Oct	3/19	10/19	6/19
	Aug	1/19	6/19	12/19
Priority C & D	Oct	2/9	6/9	1/9
	Aug	0/9	4/9	5/9

## Highlights:

- All priority items highlighted in the last report have been progressed.
- Completion of our Election 2014 programme, with positive feedback.
- Strategy for both InternetNZ and the Issues Programme.
- Ongoing success in Copper/Boost/FPP matters
- Commissioning and release of our CSIRT options paper.
- Commissioning of excellent advice on Slingshot's Global Mode ([new issue](#)); further work to be done on our response to this.

## Lowlights:

- Absence of all contractors for most of August – highlights need to rebalance team.
- Ongoing investment in Copper processes higher than anticipated, both in money and time.

## Next Priorities:

- AD: Net Neutrality
- 1C: State of the Internet Report
- AE: State Surveillance
- BA: Web Index
- BB: Whangarei study coordination
- CA: Ongoing participation in the FPP process with the Commission.
- AG: Parliamentary Internet Forum reconstitution
- IE: Methodology and practice with Community Lead
- EA: RealMe project.

## Reporting Key

**DONE** = Item Completed

**IP** = In Progress in accordance with the Business Plan

**DLY** = Delayed and out of alignment with Business Plan

**NS** = Not started in accordance with the Business Plan

**NEW** = A new item not included in the Business Plan

# 1: Internet Issues Programme

Lead Staff: Andrew Cushen

## Transformations

	Current state	→	Desired state
1.1	InternetNZ is one of a number of groups active in Internet Issues.	→	InternetNZ is a leading provider of information, discussion, debate on, and solutions to, Internet Issues in New Zealand.
1.2	InternetNZ's approach to issues is largely reactive	→	InternetNZ is a proactive leader of its objectives, while also responding in a timely and considered manner to reactive issues.
1.3	InternetNZ's approach to issue and policy development is unclear, and New Zealand's Internet community wishes to have clearer grounds for involvement in discussion, priorities, objectives and desired outcomes.	→	InternetNZ has a clearly defined issue and policy development process, and utilises the skills, experience and perspective of its members effectively to deliver against InternetNZ's policy principles.
1.4	Link to community and collaboration programme is ad-hoc	→	Explicit link between the Internet Use portfolio and Community and collaboration programme

## 2014/15 Goal

Goal	<i>InternetNZ is the known by its actions and deliverables, and is looked to as a leader of both considered thought and careful action in furthering a better world through a better Internet.</i>
Measures	<ol style="list-style-type: none"><li>1. InternetNZ is called upon by the media as a trusted authority on Internet Issues</li><li>2. Success in advancing positions taken on various issues, to the benefit of the open Internet</li><li>3. Delivery of each of the Issues Portfolios below</li></ol>

	Activity	Priority	Status	When	Comment
1.A	Develop a statement of important issues for release during the 2014 General Election campaign to provide InternetNZ's perspective on Internet Policy issues.	A	DONE		Engagement with parties now
1.B	Inform New Zealand voters interested in Internet Issues about our perspective on these, so they have the opportunity to make informed choices in Election 2014	A	DONE		Net Safe videos Summary blog posts Policy questionnaires
1.C	Development of a New Zealand "State of the Internet" report to highlight key trends and perspectives on the Internet in NZ	B	IP	Develop Oct-Dec, Launch Feb	Looking to engage NZIER in collaboration.
1.D	Provide a briefing to the Incoming Government, particularly the incoming Minister of ICT, on Internet related issues as a method of advising the Government on key Internet Issues	B	DONE		
1.E	Clarify the role of and staff relationship with the Policy Advisory Group, providing it with an appropriate role in the policy development process, a forum through which members can be heard, and in which robust debate on Internet Issues and our perspectives may be had.	C	IP	Feb-Mar	Council Strategy Retreat a key input here.
1.F	Methodology and practice established between the Issues Programme and the Community Engagement and Community Funding work areas to determine the appropriate method for advancing particular opportunities	C	IP	Oct	Being confirmed as part of wider strategy implementation.

## 1A: Internet Law & Rights Portfolio

Lead Staff: Andrew Cushen with Susan Chalmers

### Transformations

	Current state	→	Desired state
A.1	New legislation does not take the Internet into account at a principled, fundamental level	→	New legislation understands and takes into account the Internet at a principled, fundamental level.
A.2	Legislation currently progressing through the House, or already implemented but subject to review, is harmful to the open Internet	→	We engage in the legislative process to advise upon Internet-friendly approaches to current legislative challenges.
A.3	Legislators and public agencies do not always have sufficient knowledge of the Internet and the online economy to effectively legislate	→	Legislators and public agencies are informed and adopt a multistakeholder approach in legislating for matters related to the Internet.
A.4	Confusion about how law and policy recognises Human Rights in the online environment.	→	Human rights are appropriately recognised, respected, and extended in their application to the online environment

### 2014/15 Goal

In this portfolio, the key outcome we are seeking to bring about this year is as follows:

Goal	<i>New Zealand's legal system is tangibly improved in respect of how it promotes and protects people's rights in the online environment.</i>
Measures	1. Current proposed legislation and debates on "Internet Rights" reflect these as "Human Rights on the Internet", rather than as a separate construct.



	<ul style="list-style-type: none"> <li>2. Submission process concluded on Harmful Digital Communications and community of interest on this matter fostered</li> <li>3. InternetNZ takes a leading position on the Net Neutrality debate in New Zealand in accordance with the NZ market structure and legislative landscape</li> <li>4. InternetNZ takes a leading position on State Surveillance on the Internet, advocating for the right for New Zealanders to be able to use the Internet without having their privacy violated.</li> </ul>
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	Activity	Priority	Status	When	Comment
A.A	Internet Law Observatory – work on the establishment of this as a new body with its phase one objective to report on new legislation with an Internet centric lens.	B	IP	Oct-Jan	Initial scoping
A.B	Copyright review – establish a position on what Internet friendly copyright law would look like and promulgate it.	B	IP	Sept-Nov	Phase One/Two underway
A.C	Harmful digital communications – continue to advise Parliament on this legislation, recognising that there is indeed harm being done and develop our position with regard to approved agency	B	IP	Oct	Letter to Collins. Parked til after election.
A.D	Net neutrality – clarify the NZ-centric viewpoint on net neutrality, and seek to establish a leadership position on how the appropriate protections need to be built into NZ law and regulation and commercial operations	A	IP	Oct-Dec	Discussion document drafted, for public discussion in October.
A.E	State surveillance – articulate, develop and deliver a programme of work that preserves New Zealander’s right to privacy over the internet.	A	IP	Jan	Further reconsideration required in light of “Moment of Truth”
A.F	Internet rights – understanding which Human Rights are being recognised and respected in the online environment through current legislation, and which are not, and then fostering discussion on which legislation need be updated, left alone, or created in order to bring the current	B	NS	Jan-Mar	

	regulatory regime up to date.				
A.G	Parliamentary Internet Forum – review the construct of this community with the objective of fostering and develop it further.	C	IP	Oct-Nov	Awaited election for reconstitution.
	Consider the ramifications of Slingshot's Global Mode service, and advise the New Zealand Internet Community accordingly.		NEW	Oct	

## 1B: Internet Use Portfolio

Lead Staff: Andrew Cushen

### Transformations

	Current state	→	Desired state
B.1	Drivers and benefits of Internet uptake and use in NZ not clearly understood	→	Drivers of Internet uptake and use in NZ known, and the benefits of usage and uptake clearly appreciated.
B.2	Collaboration with the Internet Community on delivering initiatives to improve uptake and use ad-hoc	→	Deliberate targeting of Collaboration and Community Funding to deliver to uptake and usage goals.
B.3	Methods for reviewing and communicating lessons and successes in driving greater uptake and use of the Internet not developed	→	Clear methodology for reviewing success against targets and for communicating outcomes to all interested stakeholders.

### 2014/15 Goal

In this portfolio, the key outcome we are seeking to bring about this year is as follows:

Goal	<i>For InternetNZ to be acknowledged as an authority in understanding how and why New Zealanders use the Internet, and effectively argue for and implements programmes that encourage uptake and usage of the Internet in New Zealand</i>
Measures	<ol style="list-style-type: none"><li>1. New Internet Research commissioned, publicised and recognised as high quality</li><li>2. Mechanism for delivery of insights in collaboration with the Internet Community developed and deployed</li><li>3. Developing measures for better and more use happening as a result of 1 &amp; 2</li></ol>

	Activity	Priority	Status	When	Comment
B.A	Commission new research into uptake and use in New Zealand, preferably in a manner that allows for comparison internationally – likely to be in partnership with the Web Index	A	IP	Oct-Nov	Discussions with Web Index have waited until next report, due Oct. Further progress now.
B.B	Whangarei transformation study – kick off a process to look at what being the first fully fibre-deployed city in NZ does on key economic and social indicators (look to a partnership with Northpower, CFH and/or MBIE)	B	IP	Jan-Mar	Formed new research coordination group with MBIE and CFH.
B.C	Assess the progress of the Government on Better Public Services goals 9 & 10 and make proactive suggestions for further enhancement in these areas	D	NS		Unlikely to progress this year
B.D	REANNZ collaboration to highlight the benefits of connectivity with their network, and their ability to transform the higher education experience	B	NS	Jan-Mar	
B.E	Work with NZRS on understanding and driving SME uptake, enhancing the current Digital Journey tool, and look to coordinate this with initiatives by relevant government agencies	C	IP	Oct-Dec	Being pursued via Innovation Partnership
B.F	Process and methodology developed with Community Funding and Engagement Programmes to best target those to common Internet Use goals.	A	IP	Oct	To be furthered at Strategy Retreat.
B.G	Reporting methodology developed and deployed to robustly track and quantify improvements made	B	IP		Will be delivered as part of the Web Index work
B.H	Contract with NetSafe to undertake work around understanding ‘Digital Challenges’, including cybercrime and safety issues and the role of law enforcement.	B	NS	Nov	Discussed with Net Safe to clarify their timing.
	Online Voting – furthering the outcomes of the Online Voting		NEW	Oct-Nov	DIA has called for interested

	Working Party Commissioned by the Department of Internal Affairs.				parties to form a “round table” on further assessing this initiative.
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## 1C: Internet Connectivity Portfolio

Lead Staff: Reg Hammond

### Transformations

	Current state	→	Desired state
C.1	Regulatory and policy setting debates led by telecommunications and narrow commercial interests	→	Regulatory and policy setting debates reflect Multistakeholderism
C.2	Future regulatory models unclear	→	Regulatory standards developed and articulated through to 2020
C.3	High speed connectivity to some	→	High speed connectivity to all
C.4	Internet as a value added service	→	Internet as a utility

### 2014/15 Goal

In this portfolio, the key outcome we are seeking to bring about this year is as follows:

Goal	<i>A process for the development of a 2020 policy and regulatory landscape is set at both a central and local government level, while the short term interests of consumers in viable copper services are protected to ensure widespread, competitive and affordable Internet access in New Zealand</i>
Measures	<ol style="list-style-type: none"><li>1. Copper FPP process resolves with the consumer interest protected</li><li>2. Clarity on the process to be used to develop a 2020 policy and regulatory landscape</li></ol>

	Activity	Priority	Status	When	Comment
C.A	Participate in the Commerce Commission-led copper pricing processes for UCLL and UBA, representing the consumer interest in these matters.	B	IP	Ongoing	Numerous submissions.
C.B	Lead a process of discussion and development within the industry to assist MBIE in developing a coherent and Internet and consumer-friendly regulatory model for New Zealand.	A	DONE		MBIE workshop 2020+ went excellently. This will be rescoped in light of Govt announcements post-election
C.C	Encourage local government to understand their role in encouraging deployment and connectivity and to assist infrastructure deployments through an appropriately targeted relationship with Local Government New Zealand	D	DONE		Attendance at LGNZ conference led to relationships & initiatives for 2015/16 Business Plan.
C.D	Lead discussions on what a “next generation” approach is to Universal Service Obligations	B	NS	Oct/Nov	Is wholly dependent upon Government interest in pursuing this, versus larger regulatory settings piece.

## 1D: Internet Governance Portfolio

Lead Staff: Jordan Carter

### Transformations

	Current state	→	Desired state
D.1	Debate on Internet Governance is largely framed by governments and the ITU	→	Debate on Internet Governance is largely framed by Internet Stakeholders.
D.2	NZ Government is an ally of the open Internet	→	NZ Government is a principled advocate of the open Internet
D.3	Shallow multistakeholderism is evident in the Internet Governance world	→	Multistakeholderism is firmly embedded in the Internet Governance world
D.4	Stakeholders do not understand Internet Governance and its relevance	→	Stakeholders understand and appreciate why we do this and they may appropriately engage in a true multistakeholder fashion

### 2014/15 Goal

In this portfolio, the key outcome we are seeking to bring about this year is as follows:

Goal	<i>We effectively contribute to Internet Governance processes regionally and globally.</i>
Measures	<ol style="list-style-type: none"><li>1. Local multistakeholder model developed by furthering collaboration with the five “key constituencies” and effectively discussing and collaborating with them</li><li>2. Reflect New Zealand Internet governance debates in wider forums and reflect those wider debates in New Zealand forums</li><li>3. Group International Strategy and Plan are fully developed and signed off by Council in October 2014</li></ol>



	Activity	Priority	Status	When	Comment
D.A	Support ICANN's evolution in the post-NTIA era, including through a workable structural separation of the IANA functions	A	IP	Ongoing	See other updates
D.B	Develop International Strategy and Plan to guide participation in international activities across the different parts of the InternetNZ Group	B	IP	Oct-Nov	Mapping of internal interest, goals and responsibilities done.
D.C	Implement process changes and relevant tools for better collaboration and information sharing regarding Internet Governance work across the group.	A	IP	Oct-Nov	Mapping of internal interest, goals and responsibilities done.
D.D	Develop and use an assessment framework for the difference InternetNZ makes in Internet Governance	B	NS	Oct-Nov	
D.E	Consider the overall level of resource devoted to Internet Governance participation	C	IP	Jan-Mar	Will be fully considered as part of 2015/16 budget.
D.F	Participate in a range of Internet Governance fora: <ul style="list-style-type: none"> <li>• ICANN</li> <li>• ITU</li> <li>• United Nations (IGF, WSIS)</li> <li>• Other (NetMundial, Pacific, contingency)</li> </ul> <b>Note:</b> these costs relate to all travel and accommodation costs for attendances at the specified forums. ICANN attendance is high in 2014/15 as continued handover of relationships and responsibilities from the outgoing International Director to permanent staff continues, and will reduce in 2015/16 and beyond.	B	IP	Ongoing	See other updates on international work.

## 1E: Internet Technology Portfolio

Lead Staff: Dean Pemberton

### Transformations

	Current state	→	Desired state
E.1	Communications on the Internet not authorised and identified by reliable systems	→	Reliable systems in place to identify and authorise online communications
E.2	Network design does not anticipate likely future demands, features, resilience and stability	→	Best practice in future proofing networks for demand, features, resilience and stability are developed and shared
E.3	Many online activities, products and services are insecure	→	All Internet products and services have positive security models
E.4	InternetNZ engagement with the development of Open Protocol Standards lacks strategy and focus	→	InternetNZ's strategy and engagement with the development of Open Protocol Standards bodies well documented and focused
E.5	The technical components within the New Zealand Internet community are not well mapped	→	The technical components within the New Zealand Internet community are well mapped.

### 2014/15 Goal

In this area/portfolio, the key outcome we are seeking to bring about this year is as follows:

Goal	<i>To ensure that we are a leading supporter of the technical development of the Internet in New Zealand by developing and sharing robust analysis of key technical challenges.</i>
Measures	<ol style="list-style-type: none"><li>1. Successful InTAC conference held as judged by participant feedback</li><li>2. Publication of technical analysis on issues related to transformations in the business year</li><li>3. Feedback from the New Zealand technical community is largely supportive of InternetNZ's</li></ol>

	stances and activities 4. We are represented and engaged at IETF and RIR policy and protocol standards development fora
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	Activity	Priority	Status	When	Comment
E.A	Undertake an evaluation of the RealMe system, including a review of alternatives, and determine whether and how this could be more widely implemented, in collaboration with DIA if appropriate and available.	A	IP	Oct-Dec	Industry consultation underway. Additional dialogue with DIA required before drafting report
E.B	Research and advise upon systems that allow users to remain anonymous on the Internet while still complying with local laws and regulations	B	IP	Oct-Nov	Initial scoping of security related tech such as password lockers and mutli-factor authorisation underway.
E.C	Advocate for the widespread adoption of DNSSEC to ensure that the domain name resolution system sis protected from interception and redirection	B	NS		Inherently tied to NZRS objectives - unclear at this point.
E.D	Undertake or commission research into possible CSIRT models for NZ. This should include collaboration with PacCERT where possible.	A	DONE		Draft report received & reviewed. Released in early October
E.E	Advocating for the deployment of RPKI to ensure that the Internet routing system is free of interference and can be trusted, in collaboration with NZRS.	B	NS		Inherently tied to NZRS objectives - unclear at this point.
E.F	Ensure that Internet exchanges within NZ are operating at an appropriate level to attract large global participants (e.g. CDN providers) to best provide content and services to NZers.	D	IP	Jan-Mar	Met with a number of NZ CDN providers to understand their service offerings.
E.G	Publish and promote material educating the NZ Technical	C	DONE		SDN tutorial at APNIC38.

	community regarding new technologies such as Software Defined Networking (SDN)				SDN being taught at VUW. Invited to participate at REANNZ SDNCon. Will continue to look for ways to promote.
E.H	Active participation with the APNIC, RIPE NCC and IETF communities to ensure that both New Zealand views are represented in policies and that emerging technologies are communicated to the NZ Internet community.	B	DONE		Attendance and active involvement at APNIC38 is the last of these engagements in this year.
E.I	Organise and hold InTAC conference	B	DONE		Successful & positive feedback.



# **Business Plan Report**

## **Two months to 30 September 2014**

### **Commentary**

This report provides information on progress against agreed Business Plan requirements. The companion Internet Issues Programme Report deals with that part of the business plan separately, as it is likely to be of most interest to members and the public.

### **Highlights:**

#### ***Community Engagement and Funding:***

- Successful launch of the first funding round for the year (Internet Projects) and information about Travel Funding also available.
- Preparations ongoing for NetHuiSouth which is scheduled 21-22 November.
- NetHui wrap-up report completed.

#### ***Identity:***

- Work on the website is well under way, with site built, theming largely done, and content transfer and updating well under way. Progress will be displayed at the Council meeting, with launch anticipated by mid-October.
- Preparatory work for this year's stakeholder reviews has been done.

#### ***Improved Organisation Performance***

- Internal team culture and performance workshops.

### **Lowlights:**

- Further delays on the website project, as referred to above.

### **Next Priorities:**

- NetHui South Delivery
- Website Launch
- Stakeholder reviews and Community Mapping

## Reporting Key

**DONE** = Item Completed

**IP** = In Progress in accordance with the Business Plan

**DLY** = Delayed and out of alignment with Business Plan

**NS** = Not started in accordance with the Business Plan

## 2: Community Engagement

**Lead Staff:** Ellen Strickland

### Transformations

	<b>Current state</b>	→	<b>Desired state</b>
2.1	The NZ Internet Community is poorly defined	→	An understanding of the NZ Internet community, encompassing all user categories in New Zealand, is developed by InternetNZ, with the community.
2.2	The role of NZ Internet Community in the development of the Internet is seen as important but not core to its development.	→	The role of the NZ Internet Community, and its importance, in the decisions and activities related to the development of the Internet is understood widely.
2.3	The NZ Internet Community through NetHui is made aware of and engaged in some of decisions and activities related to the future of the Internet in NZ.	→	The NZ Internet Community is supported by InternetNZ with processes and platforms, including NetHui, to engage in a broad range of decisions and activities related to the future of the Internet in NZ.

### 2014/15 Goal

In this area, the key outcome we are seeking to bring about this year is as follows:

<b>Goal</b>	<i>Develop and share understanding of, and support, the New Zealand Internet Community.</i>
<b>Measures</b>	<ol style="list-style-type: none"> <li>1. New Zealand Internet Community “map” (i.e. directory and understanding of interrelationships) developed and published.</li> <li>2. All InternetNZ work includes a ‘community’ check, with a focus on supporting and ensuring community engagement, as appropriate.</li> <li>3. InternetNZ engages with and supports a range of community existing processes and platforms.</li> </ol>



	Activity	Priority	Status	When	Comment
2.A	NetHui14	A	DONE		Review report done.
2.B	NetHui South	A	IP		Planning under way.
2.C	Community platform development: Internet Research focus (with Strategic Partner AUT ICDC)	C	IP		Event due 1 Dec.
2.D	Sponsorship Process for Community events (also related to Work Area 5 Identity)	B	DONE		On website.
2.E	Develop and host public events (ie speaker series) for the NZ Internet Community	C	NS		
2.F	Relationship and Engagement Management System Implemented (with CRM)	B	IP		Tool under investigation.
2.G	Development of NZ Internet Community Map	B	NS		
2.H	Baseline research of community engagement in existing processes, esp NetHui	B	IP		
2.I	Support for other community organisations (NZNOG, NZITF etc) clarified and framework created	B	NS		
2.J	NZNOG Conference support	B	IP		Ongoing project, well under way.

### 3: Community Funding

**Lead Staff:** Ellen Strickland

#### Transformations

	<b>Current state</b>	→	<b>Desired state</b>
3.1	Community Funding has a low profile.	→	The broader community views Community Funding as a beneficial and integral part of InternetNZ's activities.
3.2	How community funding works is not widely known about or understood by potential funding recipients and partners.	→	Potential partners and recipients know about InternetNZ Community Funding and understand how it works.
3.3	Community Funding has an unclear impact.	→	InternetNZ understands and communicates the impact of Community Funding.
3.4	Community Funding supports work of people and organisations with areas of work related to InternetNZ's objects.	→	Community Funding supports work of others through Community Grants and both supports and works directly with Strategic Partnership organisations.

#### 2014/15 Goal

In this area, the key outcome we are seeking to bring about this year is as follows:

<b>Goal</b>	<i>Maximise the impact in New Zealand of the community funding programme, including telling the story better so more people are aware of this work.</i>
<b>Measures</b>	<ol style="list-style-type: none"> <li>1. Create and implement a process to measure the Community Funding: understand baseline and changes of who, what and how is funded.</li> <li>2. Process to understand impact of funding, including benefits and results, developed and implemented to demonstrate the public benefit of InternetNZ funding.</li> <li>3. Perceptions of stakeholders, internal and external, on components of community funding understood.</li> <li>4. A plan implemented to communicate the beneficial and important role of Community Funding with the wider community and that Community Funding applicants and recipient have a clear understanding of process as.</li> </ol>

	Activity	Priority	Status	When	Comment
3.A	Baseline research on stakeholder perceptions and awareness of Community Funding (note – linkage to 4.G)	B	NS		
3.B	Finalisation implementation of Community Funding review processes	B	IP		
3.C	Communications plans developed and implemented for Community Funding, including for each Partnership and Community Grants.	A	NS		
3.D	Implement funding rounds: - June/July: Community Projects and Conference Attendance - Nov/Dec: Special Canterbury Funding Round - Dec/Jan: Internet Research and Conference Attendance	A	DLY		Projects and Conf Attendance out in September.
3.E	New Partnerships for 2015 onwards identified, negotiated and agreed with Council and in accordance with InternetNZ's charitable obligations to benefit the public.	A	NS		Started by October Council.
3.F	Develop framework for measuring for impact of Community Funding	B	NS		
3.G	Community Funding Reports and Information related to impact are available	B	NS		
3H	Management and review of Ad Hoc Community Grant Requests under \$5k	B	IP		Criteria and process published.
3.I-P	Area of Focus Activities with Strategic Partners (related to Engagement & Issues areas)	B	IP		See Strategic Partnerships Council paper.

## 4: Our New Identity

**Lead Staff:** David Cormack

### Transformations

	Current state	→	Desired state
4.1	Current brand is not immediately recognisable or connected to who we are and what we do as an organisation	→	New brand connected to charitable objects, issues and interests, brand is recognisable and respected
4.2	Stakeholder perceptions not objectively analysed and collected	→	Stakeholder perceptions evaluated and benchmarked, and an appropriate management plan linked to new identity developed and implemented
4.3	Ambitions and purpose not widely understood or defined both internally and externally	→	Clear articulation of our vision, mission and objects and alignment across the Group about our various roles in supporting and delivering to them
4.4	We are sometimes seen variously as overly technical, reactionary and anti-government, anti-industry, theoretical & unrealistic	→	We are viewed as a trusted authority by all stakeholders, recognised for the range of work we do, and the range of work we do our vision, mission and objects, are understood

### 2014/15 Goal

In this area, the key outcome we are seeking to bring about this year is as follows:

<b>Goal</b>	<i>To develop and live up to our new identity in all that we do.</i>
<b>Measures</b>	<ol style="list-style-type: none"> <li>1. Brand refresh adopted and implemented</li> <li>2. New website rolled out successfully, and other online presences updated accordingly</li> <li>3. Increased identity recognition measured among stakeholders and the public.</li> <li>4. Develop and articulate a core story, encompassing our vision, mission and objects that will provide a clear understanding of who we are, and what we do across the InternetNZ Group, with all constituent parts of the organisation understanding how they contribute to this vision.</li> </ol>

	Activity	Priority	Status	When	Comment
4.A	New brand identity developed, signed off and implemented across InternetNZ activities and presences	A	IP	Oct	Implementation near complete.
4.B	New website developed, signed off and implemented	A	DLY	Oct	Website delivery behind. Build under way, should be published Sept.
4.C	New “core story” for InternetNZ developed, signed off and used whenever appropriate to explain who we are, what we do and why we do it and representing our mission and objects.	A	DONE		Included in external docs.
4.E	Public Relations and Communications strategies refreshed in light of the new brand framework, and continually revised on a quarterly basis.	B	NS	Oct	
4.F	Relationship between the InternetNZ brand and those of DNCL, NZRS and .NZ reviewed and a brands framework developed for use across the group.	B	NS	Dec-Jan	
4.G	Comprehensive stakeholder review completed and baseline established for further engagement and development (note – linkage to 3.A)	B	NS	Feb-Mar	

## 5: Improved Organisational Performance

**Lead Staff:** Jordan Carter

### Transformations

	<b>Current state</b>	→	<b>Desired state</b>
5.1	Performance management, goal setting and expectation management done in an ad-hoc fashion	→	Performance, goals and expectations clearly discussed, set and managed in accordance with best practice
5.2	Accountabilities and priorities are not always clear across the organisation	→	Staff, contractors, and Council are all clear about their accountability for achieving our goals and performance
5.3	No established methodology or baseline for discussing improvements in performance and measuring success	→	Baseline set and performance and successes understood and measured.
5.4	Tools, processes and structures are not necessarily available	→	Tools, processes and structures enable continual improved performance
5.5	Our internal team culture does not encourage cooperation, collaboration, performance or enjoyment to the degree it could	→	Our internal team culture facilitates a stronger, more collaborative working environment for greater performance and enjoyment

### 2014/15 Goal

In this area/portfolio, the key outcome we are seeking to bring about this year is as follows:

<b>Goal</b>	<i>Our members, the Council and the public at large can clearly see what we do as an organisation so they can hold us to account for measurable performance in all our work;</i>
<b>Measures</b>	<ol style="list-style-type: none"> <li>1. New processes introduced that allow for clear management of staff and contractor priorities, goals and objective</li> <li>2. New quarterly activity reporting to members and the community introduced</li> <li>3. Planning and accountability documents clear about the outcomes sought and the measures of success of these</li> </ol>

	<b>Activity</b>	<b>Priority</b>	<b>Status</b>	<b>When</b>	<b>Comment</b>
5.A	Develop and implement good performance management, measurement and analysis frameworks that over time provide the information to continuously improve performance (both objective and subjective)	A	IP		Staff perf mgmt done.
5.B	Identify barriers/incentives to working efficiently and effectively across the InternetNZ group and within the internal InternetNZ operating team and develop strategies to address those barriers/incentives.	A	IP		Ongoing work.
5.C	The right tools are available to support efficient working, reduce duplication and encourage collaboration.	B	NS		
5.D	Internal communications, meetings and collaboration methods refined to make these as efficient as possible.	B	IP		Ongoing work.
5.E	Develop and implement new external engagement and relationship management systems and processes.	B	NS		
5.F	Develop and implement new reporting framework on progress made on the business plan, with this reporting done on a quarterly basis.	A	IP		Concept in place, implementation due.
5.G	Develop and implement an appropriate recognition structure that supports highlighting excellent performance and provides incentives for the same (note, not necessarily financial).	B	NS		

## 6: Core Operations

**Note:** The plan in this area has yet to be developed, but will be prepared in the 2015/16 Business Plan as per other areas.

**Work done in the period to 30 September – lead staffer Mary Tovey:**

- Fraud risk plan developed in conjunction with Deloitte
- Fortnightly Payroll for INZ and DNCL
- IRD Returns for DNCL & INZ
- Complete Statistics returns
- Prepare and submit Charities Commission Annual Returns for IP6, DNCL, NZNOG, INZ
- Prepare and produce DNCL accounts and financial reports for July and August
- Monthly/Weekly Creditors payments for DNCL and INZ
- Prepare and produce INZ's management accounts and financial reports for July and August
- Prepare INZ and DNCL ICT requirements for inclusion in a RFP document.
- Produce the Financial delegation policy document
- Work on Financial control policy document
- Provide information and support to the Deloitte Forensic Team for both INZ and DNCL
- Follow-up NZITF debtors, and NetHui debtors.
- Attend personal development retreat with the team on comms and conversation
- Liaise with banks re updating mandates on the DNCL bank accounts
- Attend Milford Asset Management Presentation “Uncovering gems in small companies”



## 7: Governance and Members

**Note:** The plan in this area has yet to be developed, but will be prepared in the 2015/16 Business Plan as per other areas.

***Work done in the period to 30 September – lead staffer Maria Reyes***

- Council by-election conducted in August 2014
- Preparations for Members Engagement on strategic matters
- Council meeting held August 2014
- Strategic Retreat held in September 2014
- .nz Framework Review progressed and work completed with summary and conclusions preparation under way
- Financial flows review brought to recommendations stage
- Formation of both the InternetNZ Elections Working Party and the new Membership Committee

**Jordan Carter, Chief Executive**  
25 September 2014



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## 2014-15 Budget Revision

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**Author:** Jordan Carter, Chief Executive

**Purpose of Paper:** To request approval of a reallocation to budget expenditure between cost categories for 2014/15.

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### Commentary

At the half-way mark of the 2014/15 financial year, there are a few changes I would like to make to the operating budget for the current year. These are designed to respond to unplanned expenditure already committed or now known about for the coming six months across a range of budgets as set out below.

No change to the budget bottom line is requested: the intention is to reallocate funds away from the “Major International Events” provision into other budget lines.

### Budget reallocation detail

#### Core Operations:

- **Remuneration** to increase by \$35k, to provide for staff training as established in developing individuals’ performance plan development.
- **Meeting costs** to increase by \$20k, a reallocation from Council meeting costs (so no net change across the category) – the Strategy Retreat was under budget, so we can use the funds for a staff business planning event early 2015.

#### Members & Council:

- **Consultant costs** to be increased by \$10k, to properly and transparently account for the review of Financial Flows across the group.
- **Meeting costs** to be reduced by \$20k as noted above.

#### .nz Management:

- There is no provision for any resources in the budget to do with our role as the designated .nz ccTLD manager, but resources are being used – in the course of the .nz Framework review and associated updates to the Operating Agreements framework.
- **Legal costs** to be added with \$50k provision in this cost centre, for the legal advice regarding intellectual property rights in the WHOIS data and consequential updates to the Operating Agreements.

## Business or Services development:

- There are no budget resources available to the InternetNZ operation to allow for the support of the development of new services or businesses. Sometimes we wish to partner with subsidiaries in this. For instance, I would like to be able to contribute to the re-development of Tel.Me.
- A small provision of \$25k is suggested for this year.

## International Event:

- Budget to be reduced by \$120k to offset increases in core operations costs, member and Councils, and the new categories of .nz management cost category, and the business or services development.

## Summary

Areas of Work	2013/14 Approved	2014/15 Approved	2014/15 Proposed Changes	Change from approved budget Amount	Change over last year's budget Amount	%
<b>Internet Issues</b>						
Internet Issues Programme	0	32	32	0	32	0%
Internet Governance	434	371	371	0	-63	-15%
Internet Connectivity	181	91	91	0	-90	-50%
Internet Use	110	143	143	0	33	30%
Internet Technology	145	146	146	0	1	1%
Internet Law & Rights	74	88	88	0	14	19%
	<b>944</b>	<b>871</b>	<b>871</b>	<b>0</b>	<b>-73</b>	<b>-8%</b>
<b>Community Funding</b>						
Funding Rounds	73	157	157	0	84	115%
Funding Rollover 2013-2014	0	24	24	0	24	0%
Christchurch Funding Rollover	0	72	72	0	72	0%
Strategic Partnerships	327	323	323	0	-4	-1%
On demand grants	50	20	20	0	-30	-60%
Research Stakeholder Perceptions	0	25	25	0	25	0%
	<b>450</b>	<b>621</b>	<b>621</b>	<b>0</b>	<b>171</b>	<b>38%</b>
<b>Community Engagement</b>						
NetHui	120	120	120	0	0	0%
Sponsorship	50	50	50	0	0	0%
Public Event schedule/Speaker series	0	20	20	0	20	0%
CRM	0	5	5	0	5	0%
	<b>170</b>	<b>195</b>	<b>195</b>	<b>0</b>	<b>25</b>	<b>15%</b>
<b>Our Identity</b>						
Design development	52	5	5	0	-47	-90%
PR & Comms	0	10	10	0	10	0%
Recognition measure	15	25	25	0	10	67%

	67	40	40	0	-27	-40%
<b>Improved Performance</b>						
Consultants	0	20	20	0	20	0%
Training	0	15	15	0	15	0%
	0	35	35	0	35	0%
<b>Other</b>						
<b>International</b>						
International Event	200	200	80	-120	-120	-60%
	200	200	80	-120	-120	-60%
<b>Core Operations</b>						
Depreciation	50	96	96	0	46	92%
Overhead	141	162	162	0	21	15%
Remuneration	962	949	984	35	22	2%
Operating Expenses	242	266	286	20	44	18%
	1395	1473	1528	55	133	10%
<b>Members &amp; Council</b>						
	304	327	317	-10	13	4%
	304	327	317	-10	13	4%
<b>Business or Service development</b>						
	0	0	25	25	25	0%
<b>.nz Management (New Cost Centre)</b>						
	0	0	50	50	50	0%
	0	0	75	75	75	0%
<b>Total \$000s</b>	3530	3762	3762	0	232	7%

## Recommendations

THAT Council approves the adjustments to the 2014/15 operating budget as set out in this paper.

Jordan Carter  
Chief Executive

25 September 2014



## Governance Policies Register: Draft

This register sets out for discussion the planned list of InternetNZ Governance Policies, along with some information about the current state of each.

Code	Title	Version	Adopted	Review
PDP	Policy Development Policy			
<i>Council (CNL)</i>				
CFR	Council Functions and Role			
CLR	Council Members			
<i>Subsidiaries (SUB)</i>				
SUB	Subsidiaries (.nz Framework cover)			
APT	Boards Appointments and Roles			
<i>Group policies (GRP)</i>				
AST	Audit Services Tender			
BUS	Business Development			
CTR	Contracting for Councillors/Directors			
REM	Remuneration for Council and Boards			
PRT	Planning and Reporting Timetable			
PLC	Planning Cycle			
<i>Financial (FIN)</i>				
TSY	Treasury			
RES	Financial Reserves			
INV	Funds Investment Management			
MIS	Reporting Cases of Misappropriation			
<i>Committees (COM)</i>				
AUR	Audit and Risk			
CEO	Chief Executive			
GRT	Grants			
INV	Investment			
MEM	Membership			
<i>Other (OTH)</i>				
DEL	Chief Executive Delegations			
DNC-OA	DNCL Operating Agreement			
NZRS-OA	NZRS Operating Agreement			

Key to colour coding:

**Green** – already available

**Blue** – drafting under way

**Yellow** – to start

## Recommendation

THAT Council **adopt** this draft Register of Governance Policies and note its expectation that all relevant policies will be in place by the conclusion of the April 2015 Council meeting.

Jordan Carter  
**Chief Executive**

25 September 2014

## **International update**



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## International Update: 30 Sep 2014

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Since the last Council meeting, the main international work done that I am aware of is as follows:

- Ongoing development of the group-wide International Plan: we have been specifying objectives and goals sought from involvement in a wide range of forums and how these link to the International Strategy. These will be brought together and discussed in October or early November, and the final plan presented to the December Council meeting for information.
- Attendance and participation at the following events:
  - Australian IGF and ANZIAs (Jordan and Andrew, with Jamie and David Farrar attending as Chairs) in Melbourne, Australia.
  - The Internet Governance Forum (Jordan, Ellen and Keith) in Istanbul, Turkey.
  - APNIC 38 (Dean) in Brisbane, Australia (other group staff attended APTLD).

Keith has been focused on a range of ISOC Board matters and on his role in the IANA Transition Coordination Group (ICG).

Individual snippets from attendees are set out below.

I welcome feedback on this narrative approach, which can complement the formal joint reports we will do as a group for ICANN meetings.

I recommend that Council **note** this International Update.

Jordan Carter

Chief Executive

25 September 2014

## *Individual Snapshots*

### Jordan Carter

My focus at recent events has been on ICANN Accountability (important to us as the designated manager for .nz, as well as generally in building an effective multistakeholder system of Internet Governance), as well as the access to general Internet Issues provided by attendance at forums where such are being discussed.

At the **AUGIF and ANZIAs** I had the role of co-host of the Awards with Chris Disspain from AUDA. My participation was limited to the first day of the AUGIF where I participated in a panel on the subject of ICANN accountability.

At the **Internet Governance Forum** I made interventions in a number of sessions regarding the topic of ICANN accountability, attended the launch of the IGF Support association which seeks to help the IGF function more effectively, and attended topical sessions on network neutrality & a range of other IG systemic sessions. Useful side meetings were held with ccTLD regional organisations and ICANN staff and governors.

### Andrew Cushen

#### **ANZIA Awards**

The event was a fun night full of interesting people, which recognised what appeared to be an excellent set of internet-related initiatives and ventures. I enjoyed learning about these ventures, and it has given me plenty of ideas and inspiration in terms of certain areas of the work programme for InternetNZ. I don't believe however that InternetNZ is utilising these awards to their fullest extent in terms of promoting New Zealand successes, and have some suggestions as to how to address this for future awards.

#### **auIGF**

The auIGF was an interesting event. I have summarised my thoughts on a number of the sessions and the relevance they have to New Zealand, in my blog post. Further evidence of the potential for learning and collaboration will be demonstrated in the delivery of parts of the Internet Issues Programme, and in future Business Plans. I also I appreciated having the opportunity to meet and form connections with a number of potentially useful people.

### Ellen Strickland

#### **IGF**

My main focus at the IGF included liaising with other national and regional IGF initiative organisers as well as exploring programme topics and issues, in the interests of future NetHui and to share New Zealand experience and practice.

I was on the organising working group and co-moderator of the Regional and National initiatives forum, a special 3 hour session, which led to the drafting of a report to the Taking Stock main session with recommendations to the IGF on links between the IGF and national and regional initiatives. I was also on two IGF

session panels. One panel, at the invitation of APTLD, explored “cctlds as partners in developing IG literacy”, which featured a discussion of national IGF initiatives and other community development initiatives which ccTLDs support.

The other panel, at the invitation of ISOC session organisers, was a Small Island Developing States Roundtable which looked at the information society for social and economic development in SIDS, where I discussed my PhD research and PICISOC Board work. I also attended a range of side meetings, including an organising meeting for the Asia-Pacific regional IGF, a dinner with ISOC staff and ISOC chapters, meetings with Jordan and ICANN contacts, and a dinner meeting with Google Asia and Asian regional delegates. There were also opportunities for a range of hallway meetings and brief discussions, mainly focused on NetHui and on ICANN.

### **Keith Davidson**

#### **IGF**

I did not appear on any panels or forums for the IGF, and attended several of the sessions, primarily those on areas upon which I am focused, including the IANA transition, ccTLD operations including delegations and re-delegations issues for the ICANN Framework of Interpretation Working Group, and ISOC activities.

There was an ISOC Board of Trustees meeting, and a meeting of the IANA transition committee held concomitant with the IGF Istanbul. I was able to establish several bilateral meetings with the Chair and the CEO / President of ICANN, the Chair of the Governmental Advisory Committee, and various other key stakeholders in the above-mentioned processes.

### **Dean Pemberton**

#### **APNIC**

I attended the APNIC38 meeting was held in Brisbane mid-September. APNIC meetings are valuable not only for the opportunity to interact with members of the APNIC secretariat, but also as a place where other organisations hold their meetings (APTLD, AP\*, APCERT etc).

Of particular note was the meeting to discuss APNIC's draft response to the IANA transition. On the whole this response was a good starting point with regard to the 'numbers' space. We will keep an eye on how this progresses.

The APNIC policy SIG progressed well with a pilot of a new online tool to measure consensus being used. One policy proposal was considered by the community but did not gain consensus.

# Financial Flows

# Implementing the findings of the Review of Financial Flows

## Introduction

Council agreed to conduct a review of financial flows in the InternetNZ group at its meeting in April 2014. The intention was to review the way money moves around the group and ensure it was suited to the current environment, and to examine the various levers InternetNZ has to manage costs in its subsidiaries. The Terms of Reference for the review were as set out at Appendix A.

Murray Bain was commissioned to prepare a review report and he completed it in June, developing his findings in conversation with the CEs and through review of various formal documents. His report was circulated to subsidiaries and to Council at the August meeting. Subsidiary feedback was sought and has been attached to this paper.

This paper sets out my proposal for how we should implement the report's findings. It takes into account the feedback presented by the Subsidiaries and my own judgement of the situation as of September 2014.

## Implementing the Review

Broadly speaking, I believe we should implement the key findings of Murray's report with one exception, which is the license fee suggestion (which should remain on the table until mid 2015, for reasons set out below).

The key recommendations by Murray are as follows:

Area	Recommendation
Subsidiary expenditure	Maintain the current instruments (Planning and Reporting governance policy; Operating Agreement; Statement of Expectations and Statement of Directions and Goals) but make better use of them in establishing: <ul style="list-style-type: none"><li>• Strategic direction</li><li>• Control of resource use (through budget approval)</li><li>• Control of functional scope (through budget approval)</li></ul>
Subsidiary boards	No change to the status quo regarding governance.

Area	Recommendation
Financial flows between units	<ul style="list-style-type: none"> <li>• Move to a combination of license fee and dividend flows from NZRS to InternetNZ, with the ratio determining the transmission of market signals to the parent and the requirement for NZRS working capital.</li> <li>• Continue to fund DNCL direct from NZRS.</li> </ul>
Group investment coordination	No change recommended to the status quo (management of investments remains the responsibility of individual business units), and comment that any decision to change would need to be “reached between the respective Boards given the different risks and obligations faced by each of them.”
Optimal structure of group finances	Specialist advice required once any decisions are made.

## Subsidiary comments

The feedback from subsidiaries is loosely as follows (actual letters included in the Council papers):

DNCL:

- The management fee to fund DNCL should be paid by the entity that receives the bulk of .nz income. That is, it should be InternetNZ Inc that pays the fee in a license fee situation, and NZRS in the current situation.

NZRS:

- Support the implementation of a monthly license fee for .nz.
- Support the DNCL view that this would see the DNCL management fee paid from InternetNZ.
- A license fee should leave headroom for a portion of funding to come from dividend payments.
- NZRS would pay the license fee monthly, and a dividend payment annually.
- No change to financial control instruments, retaining the current set.
- No change to group investment coordination.

## Chief executive's advice

As noted above, I am broadly supportive of Murray's conclusions, with a different view regarding decision timing on the matter of the license fee. That is to say, I support the following:

- No change to the instruments for budget control already in existence.
- Tighter and consistent use of these instruments to guide subsidiaries in the scope of their work and the resources employed.
- No change to subsidiary governance.

- No change to group investment coordination.

I find the concept of the split license fee/dividend system logical and appropriate for the group, for these reasons:

- It provides greater certainty of revenue for InternetNZ in the group, and stability for NZRS regarding known outflows.
- It provides greater community transparency of the use of resources by InternetNZ arising from the management of .nz.
- It is a relatively simple change to implement in the formal sense.

I do not see any major downsides from the proposed arrangement in principle, but **do not think that now is the right time to do it**. This is for the following reasons:

- Uncertainties related to the forthcoming change to allow direct registrations at the second level in .nz
- Uncertainties related to the ongoing impact of the arrival of new gTLDs
- A desire on my part to further consider the Internet community impact of a license fee arrangement before committing to it
- Non-procurement of specialist advice related to such a change (esp. tax advice)

I would however like this matter to be reconsidered mid-2015, when we will have greater knowledge of the impact of the factors mentioned above. This would be in a two stage fashion:

- June 2015: consider whether to proceed – and if inclined, procure relevant advice.
- August 2015: make a final decision.
- August/September 2015: implement the new framework.

If the decision is to adopt the new system, it could commence 1 October 2015 or at the end of the 2015/16 financial year.

## Recommendations

THAT Council receive this paper regarding implementing the recommendations of the Review of Financial Flows.

THAT Council ask the President to write to the subsidiary companies advising of its intention to make more considered use of the existing instruments (Operating Agreements, Statements of Expectations, Statements of Direction and Goals) and policies (Planning and Reporting) from 2015/16 onward, to more carefully define required functions and approve budgets.

THAT Council ask the Chief Executive to take the preceding resolution into account when working on Statements of Expectations and in the pending review of the Operating Agreements.

THAT Council leave the matter of a license fee unresolved, and schedule a consideration of the matter at the meeting due in June 2015.

Jordan Carter  
**Chief Executive**

25 September 2014



## Appendix A: Terms of Reference

### Proposed Terms of Reference: Review of Financial Flows

InternetNZ Group wishes to conduct a strategic review of aspects of its financial arrangements, to ascertain the appropriateness of current arrangements and seek input as to any potential improvements that might be available.

The financial arrangements of the Group should be structured so as to meet the following principles:

- **Transparency and clarity** – so people can see where resources come from and are applied.
- **Efficiency** – appropriate administration and effort consistent with an effective system.
- **Consistent with broader system** – the financial arrangements need to respect the frameworks in place for the group's governance and the operation of .nz
- **Best practice** – align with nationally recognised best practices in financial management.

The three entities in the InternetNZ group are:

- InternetNZ – the parent Incorporated Society
- DNCL – Domain Name Commission Ltd, the regulator and policy authority for the .nz domain name market.
- NZRS – New Zealand Registry Services, the operator of the .nz domain name system.

### Scope

In conducting the review, the following particular matters should be considered:

1. InternetNZ would like to understand the appropriateness of various levers that could set how much profit it can extract from NZRS and, by implication, control NZRS costs.
2. NZRS would like to consider a move to a license fee to provide some stability and predictability to the funding of INZ.
3. InternetNZ would like to understand the appropriateness of various levers that could control DNCL costs.
4. NZRS would like DNCL costs separated out and charged direct to INZ (so as to achieve 2 and 3).
5. InternetNZ would like to consider options for greater group level coordination of funds investment.
6. InternetNZ would like an optimal structure for its finances whether or not it has charitable tax-free status.

There is another issue which, while not directly related, does have an impact on the group financials:

7. How does a subsidiary go about getting formal approval for an increased role and the resources behind that (examples include NZRS marketing, NZRS technical research)?

## **Constraints and Opportunities**

The viable options are broad, but must be considered in light of the following constraints:

- a) The subsidiaries are legally separate companies and there must be no risk that InternetNZ or any councillors are deemed directors.
- b) Each subsidiary has its own strategy and governance policies.
- c) DNCL is the regulator and policy authority of the .nz domain name market, and so its funding arrangements must protect its independence in that role.
- d) NZRS has a contractual and statutory obligation to retain prepayments from registrars for services yet to be delivered, which may be for up to ten years into the future.

There are some existing mechanisms in place or under development that should be borne in mind:

- a) There is a contractual agreement in place with each subsidiary as to its activities (the OAs).
- b) There is an annual Statement of Expectations for each subsidiary from the parent, to which each responds with a Statement of Directions and Goals, which includes a budget (3 years for NZRS, 1 year for DNCL).

## **Process**

If this were to be a brief for an external advisor then that advisor would be expected to:

- a) Interview all those concerned
- b) Examine the relevant legal frameworks
- c) Look at options in other organisations
- d) Produce an interim report that sets out quick wins; areas where a decision is required; options for change.
- e) After this has been discussed and decisions made, produce a final report.

## **Timeframe**

InternetNZ would like to receive an initial report setting out analysis and options as above no later than Wednesday 28 May, and expects to make decisions in response to it on Friday 6 June. A final report would be expected by the end of June 2014.

6 August 2014

Jamie Baddeley  
President  
InternetNZ

Dear Jamie

### **Financial Flows**

At our meeting on Friday 1 August, the DNCL Board discussed the report written by Murray Bain on Financial Flows across the InternetNZ Group. DNCL recognises it is not a significant part of the financial flows for the Group and so does not intend to provide detailed comment but would like to remark on where the management fee payable to DNCL is best derived from.

DNCL's role is the day to day management of the .nz domain name space, ensuring the effective operation of the market and all those involved with it. As such, registrars and registrants derive the direct benefit from the operations of DNCL. Therefore, DNCL considers it appropriate that they receive their management fee from the entity receiving the direct revenue for .nz.

Under the current structure, NZRS receives the direct .nz revenue from registrars, paying InternetNZ a dividend after profits and having as one of its main expenses the DNCL management fee. If the flow of revenue for .nz was to change and InternetNZ received a licence fee from NZRS, DNCL would then consider it appropriate that InternetNZ then used that licence fee to pay DNCL the required management fee as they would be receiving the primary .nz revenue.

I would be happy to address any questions this may raise with you.

Yours sincerely

David Farrar  
Chair, DNCL Board

Jamie Baddeley, President  
InternetNZ  
PO Box 11881  
Wellington

28 August 2014

**re: Financial Flows review**

Dear Jamie

This letter is in reply to the request from InternetNZ Council for feedback on the report written by Murray Bain on group Financial Flows. The NZRS board has read and discussed the report and we find it a useful contribution with much to support.

The specific feedback that we offer is:

1. We recommend the move to a license fee for .nz, paid by NZRS to InternetNZ on a monthly basis. While this represents a transfer of risk to the company from InternetNZ, we take the view that this is in the best interests of InternetNZ and the group overall.

There are some key details in this move that we recommend are addressed as one package to ensure the overall success. These are:

- a. We support the view of DNCL that the move to a license fee will see InternetNZ receiving the direct revenue of .nz and so it will then become necessary for InternetNZ to pay DNCL their fee directly, rather than have it come from NZRS.
- b. The license fee should be set at a level that still leaves headroom to ensure sufficient reserves to meet liquidity and solvency requirements, with an annual dividend in the region of \$0.5m ~ \$1.0m.

We suggest that discussion begin on a license fee of approximately \$8 per domain per year (set approximately as \$5 for InternetNZ and \$3 for DNCL).

- c. As noted above, NZRS would only pay an annual dividend rather than multiple dividends throughout the year.
- d. The license fee should be decided concurrently with the wholesale domain name fee as it would not be possible for us to budget if projected income and our main expenditure were altered independently.

2. Consistent with the move to a license fee, we support the recommendation



in the report that no change is made to the NZRS SoE/SoDaG process as a negotiated license fee will provide a sufficient lever for InternetNZ.

3. Also consistent with the move to a license fee, we support the recommendation in the report that DNCL follow the process for budget approval as set out in their operating agreement.
4. We support the recommendation in the report that no change be made to move to a group investment strategy and that NZRS should continue to manage its own investment in line with its own risk profile. Any move to a group investment policy would be strongly resisted by the board as we consider it will cross the line into deemed Director territory.

Please let me know if you have any questions. I will be available to explain any elements of this in greater detail at the next InternetNZ Council meeting if required.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'R Currey', with a stylized, flowing script.

Richard Currey, Chair  
NZRS



**Subsidiaries**  
**DNCL & NZRS**  
*verbal*

# **Committee Terms of Reference**

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## **Terms of Reference for the InternetNZ Audit and Risk Committee**

*Status: Approved as per RN64/10 (29 Oct 2010 Council meeting), and amended TOR adopted as per RN09/12 (17 Feb 2012 Council Meeting)*

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### **Constitution**

The Audit and Risk Committee ("the Committee") is a committee of Council with specific delegated powers as set out in this Terms of Reference.

### **Objectives**

The purpose of the Committee is to assist the InternetNZ Council ("Council") in the effective discharge of its responsibilities for financial reporting, internal controls, risk management, statutory compliance and external audit. Within the boundaries of this purpose, the Committee's scope is direct oversight of InternetNZ operations while, in relation to the subsidiary organisations, it has the same scope as Council has as shareholder.

The Committee provides the opportunity for Councillors to dedicate specific time to consider audit, risk management and related issues.

The Committee does not relieve any Councillors of their responsibilities for these matters.

### **Membership**

The Committee shall consist of between three and five Councillors who have, between them, relevant skills and experience, including finance, risk management and accounting.

Council shall appoint members and a Chair ("the Chair") of the Committee and review these appointments annually at its first ordinary meeting after the Annual General Meeting of the Society.

Members of the Committee:

- a. shall be Councillors;
- b. must be able to read and understand financial statements;
- c. are not necessarily financial or accounting experts;
- d. are not personally required to conduct accounting reviews or audits;
- e. are entitled to rely on employees of the Society and professional advisers where they reasonably believe that the employee or adviser is reliable and competent and the reliance was made in good faith and after making an independent assessment of the information.

Any member who ceases to be a Councillor ceases to be a member of the Committee.

The InternetNZ President is not a member of the Committee ex-officio and is not eligible to be the Chair of the Committee.

Any policy of Council on conflicts of interest applies to the Committee. At its discretion, the Committee may exclude a Councillor who, in the Committee's view, has a conflict of interest with



an item of business before the Committee or who is the subject of an investigation by the Committee from proceedings that are relevant to that conflict or investigation.

## Attendance

The Committee shall, in consultation with the ~~Shared Services Unit Manager~~Chief Executive, appoint a member of staff to act as Committee Secretary.

The ~~Shared Services Unit Manager~~Chief Executive and Committee Secretary shall normally attend meetings of the Committee but shall not be members of the Committee. Other staff may be invited to attend meetings at the discretion of the Committee.

At its discretion, the Committee may choose to meet in whole or in part without staff or advisers present.

Councillors who are not members of the Committee shall have the right of attendance (except in the case of a conflict of interest, as determined by the Committee).

## Meetings

The Committee shall meet at least three times each year but shall otherwise itself determine the frequency of its meetings.

Meetings of the Committee shall be scheduled by agreement with the Chair and with due regard to reasonable notice, the availability of Committee members and staff and so as to avoid unnecessary re-scheduling of meetings.

Any member of the Committee may request that a meeting of the Committee be convened.

A majority of Committee members, present in person or by using any technology, shall constitute a quorum.

Unless directed by the Chair, the Committee Secretary shall distribute an agenda and any related papers in advance of a meeting to:

- a. members of the Committee;
- b. Councillors who are not members of the Committee; and
- c. the ~~Shared Services Unit Manager~~Chief Executive.

## Minutes

The Committee Secretary shall prepare minutes of meetings and have them approved by the Chair.

Minutes of meetings shall be confirmed at the next meeting of the Committee.

## Responsibilities

The Committee shall consider any matters it thinks relevant to the audit, financial affairs and risk management of the Society.

The duties of the Committee are to:

### *Annual Report and Financial Statements*

- a. Review the Annual Report and financial statements, and recommend them to Council for approval.
- b. Review and assess the appropriateness of the Society's accounting policies and principles.
- c. Review and monitor compliance with statutory responsibilities relating to financial reporting and with accounting policies.

### *Risk Management*

- d. Review risks facing InternetNZ and the shared risks facing the group to ensure that there are appropriate levels of mitigation.
- e. Consider whether the Society has effective risk management systems in place to review, assess and manage business, financial and operational risk.
- f. Review and consider the policy and processes used by management to monitor and ensure compliance with laws, regulations and other requirements.
- g. Monitor and advise the Council on the implementation and maintenance of the Council's risk management strategy, framework and procedures.
- h. Recommend risk management policies to be approved by Council.

### *Audit*

- i. Review and agree with the auditor the terms of engagement for the auditor.
- j. Review the scope of the external audit with the auditor, including identified risk areas and approve external audit plans.
- k. Review the findings of the external audit.
- l. Review and monitor management's responsiveness to the external audit findings.
- m. On a regular basis, meet with the auditor without management present.
- n. Monitor the effectiveness and independence of the auditor.
- o. Review and assess the provision of non-audit services by the auditor, considering any potential to impair, or appear to impair, the auditor's judgment or independence of the Society.
- p. Make recommendations to Council on the appointment, reappointment or replacement of the auditor and any fees.

### *Council Policies*

- q. Review Council policies periodically to ensure compliance.
- r. Review Council resolutions periodically to ensure consistency and compliance.

### *Other Matters*

- s. To review and advise Council on material changes advised by subsidiaries in policies and forecasts that have a material impact on the financials and risks of InternetNZ and its subsidiaries as a whole.
- t. Supervise or initiate any special investigations.
- u. Consider any other matters that are referred by staff where these are generally consistent with the Committee Terms of Reference.
- v. Consider any other matters referred by Council.

## **Authorities**

The Audit and Risk Committee is an advisory body with no executive powers.

The Committee shall have the authority to seek any information it requires from any employee of the Society and from the Society's accountants and auditors.

The Committee is authorised to obtain such independent professional advice as it considers necessary at expense of the Society.

The Committee is authorised to make reasonable arrangements as it considers necessary for travel, accommodation, meals and meeting facilities for members of the Committee, advisers to the Committee and staff at the expense of the Society.

The Committee must exercise the powers delegated to it in accordance with any directions of Council.

The Committee can invite other parties to attend meetings from time to time as circumstances require.

The Committee may initiate special investigations as it sees fit in relation to matters set out in this Terms of Reference or as directed by Council, or the President.

## **Reporting**

After each Committee meeting, the Chair shall report the Committee's findings and recommendations to Council.

Unless directed by the Chair, the minutes of all committee meetings shall be circulated to Councillors, the Chief Executive, the Society's accountants, the external auditors and to such other persons as the Committee directs.

At its discretion, the Committee may from time-to-time choose to specify that parts of its proceedings are confidential and that the record of those proceedings is not to be included in the minutes of the Committee circulated to the Chief Executive, the Society's accountants, the external auditors and such other persons. Except in the case of a conflict of interest, Councillors shall be entitled to have access to the confidential proceedings of the Committee by whatever means the Chair deems appropriate.

## **Communication**

The Chief Executive, ~~Shared Services Unit Manager~~, and the Society's accountants shall be responsible for drawing to the Committee's immediate attention any material matter that relates to the financial condition of the Society, any material breakdown in internal controls, and any material event of fraud or malpractice.

The committee shall maintain direct lines of communication with the external auditors, the Chief Executive, ~~Shared Services Unit Manager~~, the Society's accountants and with staff generally including those responsible for non-financial risk management.

## **Review**

This Terms of Reference document and the performance of the Committee shall be subject to annual review by Council.

## **Recommendation:**

THAT the amended Terms of Reference for the Audit and Risk Committee as at ~~February 2012~~ August 2014 be adopted.



## **Terms of Reference for the Chief Executive Review Committee**

### **Constitution**

The Chief Executive Review Committee ("the Committee") is a committee of Council with the specific delegated powers as set out in this Terms of Reference.

### **Objectives**

The Committee acts on behalf of Council in all dealings with the CE on matters relating to terms of employment, key performance measures and disciplinary matters.

### **Membership**

Membership of the Committee is reviewed annually at the first Council meeting following the AGM. Current membership: President, Vice President, Councillors MacEwan and Furneaux.

Council shall appoint members of the Committee and review these appointments annually at its first ordinary meeting after the Annual General Meeting of the Society. The Chair of the Committee is the President and in his/her absence the Vice President.

Any member who ceases to be a Councillor ceases to be a member of the Committee.

### **Responsibilities**

1. From time to time negotiate and amend as necessary the key performance objectives of the CE
2. Report on a confidential basis the performance of the CE against the key performance objectives
3. At the appropriate time, conduct a review of the CE's overall performance and make recommendations to Council on remuneration and appropriate bonus payments.
4. Monitor and where necessary act on any other matters relating to the conditions of employment of the CE.

### **Council Policies**

Review this Terms of Reference annually prior to the Annual General Meeting and recommend any updates as/if required for Council to consider at its subsequent meeting.

## **Other Matters**

Consider any other matters referred to the Committee by Council.

## **Authorities**

The Committee shall have the authority to seek any information it requires from any employee of the Society.

The Committee is authorised to obtain such independent professional advice as it considers necessary at expense of the Society.

The Committee is authorised to make reasonable arrangements as it considers necessary for travel, accommodation, meals and meeting facilities for members of the Committee, advisers to the Committee and staff at the expense of the Society.

The Committee must exercise the powers delegated to it in accordance with any directions of Council.

The Committee can invite other parties to attend meetings from time to time as circumstances require.

The Committee may initiate special investigations as it sees fit in relation to matters set out in this Terms of Reference or as directed by Council, or the President.

## **Reporting**

In addition to the annual review of the CE's overall performance, at each council meeting, the Chair shall verbally report the Committee's findings and recommendations to Council in 'council alone' time.

## **Communication**

The President and Vice President, with the support of the other committee members when required, shall maintain direct lines of communication with the Chief Executive throughout the year on a regular basis.

## **Review**

This Terms of Reference document and the performance of the Committee shall be subject to annual review by Council.



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## Terms of Reference for the Grants Committee

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### Constitution

The Grants Committee ("the Committee") is a committee of Council with the specific delegated powers as set out in this Terms of Reference.

### Objectives

The purpose of the Committee is to be the decision-making body for aspects of InternetNZ's Community Funding Grants programme, and to be the recommendation-making body for other aspects of the same programme. Overall, it provides Council with ongoing oversight of the Community Funding Grants programme.

### Membership

The Committee shall consist of three Councillors and the President as ex-officio who have, between them, relevant skills and experience, including funding programme management, understanding of community organisations and prospective partners, and general due diligence experience.

The President generally will abstain from the votes on Grants, except in very exceptional circumstances (such as a member absent, or believes that there has not adequate discussion on the matter and/or would benefit from a broader council review)

Council may decide to co-opt other Officers of the Society, Directors of its Subsidiaries or appoint an external independent person to the Committee should it wish, to ensure these skills are represented.

Council shall appoint members of the Committee and review these appointments annually at its first ordinary meeting after the Annual General Meeting of the Society. The Committee shall appoint its own Chair from among its members, who shall have a deliberative and a casting vote.

### Members of the Committee:

- a. shall be Councillors;
- b. must be able to read and understand applications for funding grants and rounds;
- c. are not necessarily financial or accounting experts;
- d. are entitled to rely on employees of the Society and professional advisers where they reasonably believe that the employee or adviser is reliable and competent and the reliance was made in good faith and after making an independent assessment of the information.

Any member who ceases to be a Councillor ceases to be a member of the Committee.

Any policy of Council on conflicts of interest applies to the Committee. At its discretion, the Committee may exclude a Councillor who, in the Committee's view, has a conflict of interest with an item of business before the Committee.



## **Attendance**

The staff member who holds responsibility for the Community Funding work programme will be the principal advisor to the Committee from among the staff. This will generally be the Collaboration and Community Lead.

The Committee shall, in consultation with the Collaboration and Community Lead and with agreement of the Chief Executive, nominate a member of staff to act as Committee Secretary. This will generally be the Administration Support staff member.

The Collaboration and Community Lead and the Committee Secretary shall normally attend meetings of the Committee but shall not be members of the Committee. The Chief Executive will participate in the Committee on an as-required basis on the same terms as other staff. Other staff may be invited to attend meetings at the discretion of the Committee.

Councillors who are not members of the Committee shall have the right of attendance (except in the case of a conflict of interest, as determined by the Committee).

## **Meetings**

The Committee shall meet as frequently as required for the effective operation of the Community Funding Grants programme and the discharge of the Committee's responsibilities.

Meetings of the Committee shall be scheduled by agreement with the Chair and with due regard to the requirements of the community funding programme, the need for reasonable notice, the availability of Committee members and staff and so as to avoid unnecessary re-scheduling of meetings.

Any member of the Committee may request that a meeting of the Committee be convened. A majority of Committee members, present in person or by using any technology, shall constitute a quorum.

Unless directed by the Chair, the Committee Secretary shall distribute an agenda and any related papers in seven days advance of a prior to the meeting to:

- a. Members of the Committee; and
- b. The Collaboration and Community Lead; and
- c. The CE of InternetNZ and any staff members delegated by the CE.

## **Minutes**

The Committee Secretary shall prepare notes of meetings and have them approved by the Committee by email in between meetings.

Minutes of meetings shall be confirmed at the next meeting of the Committee.

## **Responsibilities**

The Committee generally oversees InternetNZ's Community Funding programme. It is responsible for making decisions or recommendations relating to funding applications that have been processed and come with advice from the staff, as set out in the processes and procedures contained in the Community Funding Grants Operations Manual.

The role for the Committee (decision or recommendation) is set out specifically in the detailed framework that applies to each particular Funding Round or type of community funding available as agreed by Council. These detailed frameworks are set out as Policy components of the Community Funding Grants Operations Manual, which otherwise details the administrative processes and procedures involved in the operation of the Community Funding programme.

The duties of the Committee are to:

- Make **decisions** when required to do so by the framework for a particular Funding Round or type of Community Funding Grants.
- Make **recommendations** when required to do so by the framework for a particular Funding Round or type of Community Funding Grants.
- Sit as an expanded **Assessment Committee** including external experts, when required to do so by the framework for a particular Funding Round or type of Community Funding Grants.
- In collaboration with staff, develop recommendations to the Council on an annual basis regarding the following year's Community Funding Grants programme.
- Recommend updates or changes to the specific criteria applicable to a particular Funding Round or type of Community Funding Grants.
- Monitor and assure itself of the effectiveness of the promotion and reporting aspects of the Community Funding Grants programme.
- Maintain a general overview of the Community Funding Grants programme, and help generate ideas for its ongoing development and improvement.
- Contribute suggestions to staff in the ongoing development of the Community Funding Grants Operations Manual.

#### **Council Policies**

- Review this Terms of Reference annually prior to the Annual General Meeting and recommend any updates as/if required for Council to consider at its subsequent meeting.

#### **Other Matters**

- Consider any other matters referred by Council.

#### **Authorities**

The Grants Committee's authority is limited to the approvals and recommendations set out for each type of Community Funding Grant or each specific Funding Round.

In general and in summary, these are as follows:

<b>Funding Round</b>	<b>Approvals / Recommendations</b>
Community Projects	Make recommendations to Council
Internet Research	Make recommendations to Council
Conference Attendance	Make recommendations to Council
On-Demand Grants under \$5k	Grants Committee to decline/approve applications

In fulfilling its other responsibilities as set out above, it is an advisory body only.

The Committee must exercise the powers delegated to it in accordance with any directions of Council.

The Committee can invite other parties to attend meetings from time to time as circumstances require.

### **Reporting**

After each Committee meeting, the Chair shall report the Committee's findings and recommendations to Council. Therefore, unless directed by the Chair, the notes of all Committee meetings shall be circulated to Councillors, the Chief Executive, and to such other persons as the Committee directs.

### **Communication**

The Committee shall maintain direct lines of communication with the Community and Collaboration Lead, the Chief Executive, his/her delegated staff member, and with staff generally.

### **Review**

This Terms of Reference document and the performance of the Committee shall be subject to annual review by Council.

Revision Date: ~~22 August 2014~~ 1 September 2014

Status: Draft



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## **Terms of Reference: Membership Committee**

Status: Draft 1 – at 24 Sep 2014

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### **Constitution**

The Membership Committee ("the Committee") is a committee of Council with the specific purpose and delegated powers as set out in this Terms of Reference.

This Committee's work is intended to be of limited duration, and the Committee and these Terms of Reference expire on 30 April 2015 unless Council agrees to extend them.

### **Purpose and Objective**

The purpose of the Committee is to review InternetNZ's membership offer through studying all relevant issues and leading a conversation with members about the topic.

The objective is to improve clarity regarding the role(s) of members, and to improve the effectiveness of members' engagement with the organisation consistent with the agreed role(s).

### **Membership**

The Committee shall consist of three Councillors appointed by the Council. The Committee shall appoint its own Chair from among its members, who shall have a deliberative and a casting vote.

Any member who ceases to be a Councillor ceases to be a member of the Committee.

Any policy of Council on conflicts of interest applies to the Committee. At its discretion, the Committee may exclude a Councillor who, in the Committee's view, has a conflict of interest with an item of business before the Committee.

### **Attendance**

Support will be provided to the Committee by the Chief Executive and designated staff member (Maria Reyes, who will function as the Committee's Secretary). Other staff whose responsibilities intersect with membership engagement (particularly the Work Programme Director and the Collaboration and Community Lead) will be invited to participate in the Committee's work.

Councillors who are not members of the Committee shall have the right of attendance.

## **Meetings**

The Committee shall meet as frequently as required for the effective discharge of the Committee's responsibilities as set out in this document.

Meetings of the Committee shall be scheduled by agreement with the Chair and with due regard to the availability of Committee members and staff and with reasonable notice, so as to avoid unnecessary re-scheduling of meetings.

Any member of the Committee may request that a meeting of the Committee be convened.

A majority of Committee members, present in person or by using any technology, shall constitute a quorum.

Unless directed by the Chair, the Committee Secretary shall distribute an agenda and any related papers in advance of a meeting to:

- a. Members of the Committee; and
- b. The CE of InternetNZ or his/her delegated staff member/s.

## **Minutes**

The Committee Secretary shall prepare notes of meetings and have them approved by the Committee by email in between meetings.

Minutes of meetings, where required, shall be confirmed at the next meeting of the Committee.

## **Responsibilities**

Consistent with the purpose and objective of the Committee, its responsibilities are:

- To analyse and assess the current constitutional, operational and other role/s of InternetNZ members
- To share its analysis and organise conversations with members in a range of mediums and forums to spark a conversation about these matters
- To prepare a report that sets out its findings and any recommendations arising
- To conduct a further dialogue and engagement with members to ascertain views regarding the findings and/or recommendations

Work methods the Committee may undertake include but are not limited to the following:

- Discussion with members or groups of members at other events or at specifically established events
- Discussion on the membership email lists
- Use of other online tools to share information, test opinion and solicit ideas
- Use of the InternetNZ website as applicable

The Committee will flesh out these responsibilities into a work programme, which it will share with Council.

### **Council Policies**

- This Committee has no role in respect of Council policies.
- The question of the electoral system is being dealt with by another group, and falls outside the scope of this Committee.

### **Other Matters**

- Consider any other matters referred by Council.

### **Authorities**

The Committee's authority is to fulfil the responsibilities outlined above.

The Committee has no budget authority and there is no budget for its work.

If it requires funding to achieve its work programme, it will submit a proposal to Council.

### **Reporting**

After each Committee meeting, the Chief Executive shall prepare a short report on progress and circulate it to the Council.

### **Review**

This Terms of Reference document and the performance of the Committee shall be reviewed at the conclusion of its work.





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## Terms of Reference for the Elections Working Group

**Status:** For Council to note  
**Author:** Colin Jackson, Maria Reyes  
**Date:** 17 September 2014

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### Constitution

The Elections Working Group (the “Working Group”) is a working group consisting of volunteer members with specific duties as set out in this Terms of Reference. It has a finite life and will terminate when its work is concluded, expected to be by the 2015 AGM.

### Objectives

The purpose of the Working Group is to review the system used for counting votes in InternetNZ elections.

### Membership

The Working Group will be comprised of six members, chosen after a call for interest to the members’ list. The returning officer will provide secretariat services to the group, but is not a member of the group.

The membership is:

Colin Jackson (Chair)  
Potaua Biasiny-Tule  
Nick Wallingford  
Martin Kealey  
Simon Lyall  
Kay Jones

### Conflict of Interest

All Working Group members must:

1. be disinterested personally in the electoral methodology and system, i.e. state that they are unlikely to stand for Council or as an Officer in the foreseeable future
2. be InternetNZ members throughout the life of the Group
3. not have any other undeclared conflict of interest with the business of the Group

Any member becoming aware of a conflict of interest should declare it to the chair or returning officer.

### Scope

It is to ask whether InternetNZ's current vote-counting methodology is considered by members as appropriate and best fit for the organisation and membership size, and if it is not, what system is the best fit for the organisation for the foreseeable future. It will

consider whether the software used for vote counting does what is intended and the extent to which the system is understood by members. If it considers it appropriate, the Group will bring recommendations for change to the membership in sufficient time for them to be used for the election at the 2015 AGM.

The group will not consider specifics of system operation or software; these are managed by InternetNZ staff.

### **Approach**

The Working Group will investigate the existing system. It will produce a preliminary issues report setting out

- how the existing system works
- what alternatives are possible
- the criteria the Group considers appropriate and desirable
- how the current system and alternatives meet those
- questions to seek feedback from members on the above

The Group will consider feedback from members and such experts as it might choose to approach, and will form a view based on this which it will set out in a final report, for consideration by the membership.

After the members have considered its report, the role of the group will be only to provide any advice necessary to staff for them to implement the system. It is expected that the Group will be formally disestablished at the AGM 2015.

### **Attendance**

The Working Group Secretary (InternetNZ's returning officer) shall normally attend meetings of the Working Group. Other staff or advisors may be invited to attend meetings at the discretion of the Working Group.

At its discretion, the Working Group may choose to meet in whole or in part without staff or advisors present.

### **Meetings**

Meetings of the Working Group shall be scheduled by agreement with the Chair and with due regard to reasonable notice, the availability of Working Group members and staff and so as to avoid unnecessary re-scheduling of meetings.

Any member of the Working Group may request that a meeting of the Committee be convened.

A majority of Working Group members, present in person or by using any technology, shall constitute a quorum.

### **Minutes**

The Working Group Secretary shall prepare minutes of meetings and have them approved by the Chair.

Minutes of meetings shall be confirmed at the next meeting of the Working Group.

## **Responsibilities**

To execute the approach as set out above.

To provide members with an informed consultation process on the counting system.

To provide the membership with clear advice and recommendations about the counting system.

## **Authorities**

The Elections Working Group is an advisory body with no executive powers.

The Working Group shall have the authority to seek any information it requires from any employee of InternetNZ or any person connected with the historic management of InternetNZ elections.

The Working Group is authorised to use InternetNZ administrative facilities including electronic and physical meeting facilities as it considers necessary.

The Working Group must exercise the powers delegated to it in accordance with any directions of Council.

The Working Group can invite other parties to attend meetings from time to time as circumstances require.

## **Reporting**

Working Group outputs will be placed before Council by the Chief Executive.

Unless directed by the Chair, the minutes of all committee meetings shall be circulated to the Chief Executive for onward circulation to Council and such other persons as the Working Group directs.

## **Communication**

The Working Group shall maintain direct lines of communication with the Chief Executive.

## **Recommendation:**

THAT Council notes the the Terms of Reference for the Elections Working Group.

# Community Funding

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## Strategic Partnerships Update

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**Author:** Ellen Strickland, Collaboration and Community Lead

**Purpose of paper:** Strategic Partnerships Update

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This paper contains a general update on Strategic Partnerships and current work underway. The Strategic Partnerships Governance event will have been held 2 October, the evening before Council, attended by InternetNZ Council and staff, as well as representatives from governance bodies of the Strategic Partner organisations and their staff.

### 2020 Communications Trust

Update from 2020 attached. Of particular note, InternetNZ hosted a very successful Digital Inclusion Auckland meeting at the Auckland INZ offices in late August, which was organised by 2020 as a follow-up to the Digital Inclusion dinner hosted by 2020 at NetHui. Ongoing collaboration around supporting and enabling a community of interest around addressing Digital Inclusion issues in Auckland is underway.

### Creative Commons Aotearoa NZ

Update from CCANZ attached. The new hosting arrangement and move from the Royal Society is now finalised and CCANZ is utilising the lower overheads to bring on additional part-time staff and expand their work.

### Institute of Culture, Discourse and Communication, AUT

Update from ICDC attached. The "Internet Research Forum" event, focused on the New Zealand Internet Research community is scheduled for Monday 9 February 2014 in Auckland. Allan Bell is away on leave for approximately the next six weeks and Philippa Smith is acting Director of the Institute during his absence.

### NetSafe

Update from NetSafe not yet received, to be circulated when available. Of particular note, NetSafe is keen to collaborate on their overseas secondment programme, so we are keen to hear if Council have any ideas for potential visitors from overseas which have an area of work or focus which overlaps between INZ and NetSafe.

### Partnership Discussion for 2015 Onwards

Potential partnerships for 2015 onwards need to be considered. The Council meeting will include a brief overview of the process for this and a discussion of potential partner organisations to be considered for the slate, which will be on the agenda for discussion and decision at the December 2014 Council meeting.

## Strategic Partnership Progress Report: 24 September 2014

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### Focus Area Updates

Focus Area	Update
Auckland digital divide	<p>A follow up meeting to the Digital Inclusion Meet-up held at NetHui was held at InternetNZ's premises in Auckland on 20 August. 20 people attended. A paper summarising the initiatives discussed at NetHui and identifying Auckland stakeholders was tabled and discussed.</p> <p>It was suggested that a stocktake of digital inclusion initiatives and capabilities in The Southern Initiative (TSI) area be undertaken and that an online Meetup Group be established.</p> <p>A meeting was held with Gael Surgenor (CEO at TSI) on 29 August to secure her support and she has agreed to host the next meeting of the Digital Inclusion group on 15 October.</p>
Stepping UP in libraries	<p>Programmes have continued in six regions – Kaitia, Whangarei, Taranaki, Palmerston North, Lower Hutt and Marlborough. Libraries in Nelson and Tasman will be offering Stepping UP programmes in October.</p>
Digital divide research	<p>As part of the new Computers in Homes contract with the Ministry of Education, we are collaborating with the Ministry to refocus our CiH survey instruments on learning outcomes. The Ministry plans to support our data collection efforts with an independent review, including interviews with participating school Principals.</p> <p>Digital inclusion research workshops are still planned for later this year.</p> <p>A collaborative funding bid to the Health and Society Research Fund with Waikato University, NZCER and Computers in Homes was unsuccessful. The University of Auckland was funded \$2.4M for an initiative called "Developing in Digital Worlds", and Massey University was funded \$1.8M for an initiative called "Enabling participation by all older people". It would be worthwhile networking with the people behind these bids.</p> <p>Barbara Craig is attending the 11th Prato CIRN Conference October 13-15 2014, Monash Centre, Prato Italy. The theme this year is challenges and solutions and papers will cover education and practice concerned with empowering communities in support of such desirable objectives as democracy, human and civil rights, self-determination, sustainable development, and social inclusion.</p>

Focus Area	Update
Media/Public awareness of digital divide issues	<p>We are continuing to use our revamped website to post information about our programmes and related digital inclusion initiatives and developments. Posts have included:</p> <ul style="list-style-type: none"> <li>• Announcements about expanded Stepping UP programmes in Nelson, Marlborough and Tasman</li> <li>• ICDL Asia Pacific Partners Forum, held in Singapore</li> <li>• UFB connections for Computers in Homes families</li> <li>• Innovation Partnership vision for a digital New Zealand</li> <li>• School winners of prizes for Digital Technologies survey</li> <li>• Report on Digital Inclusion Meetup</li> <li>• Approval of Lottery Grant to help unemployed gain digital skills</li> <li>• Online voting comment</li> <li>• Government inquiry into strengthening the engagement of parents</li> <li>• Sarah Lee elected to InternetNZ Council</li> </ul>

### Other Updates

We have published our **Computers in Homes** Annual Report for 2013/14 and copies will be available to the Council at its meeting. The report notes that we have exceeded our funded target of 1500 families by graduating a total of 1647 families during the year, this being the fourth year in a row that we have exceeded our targets. We have also updated our 5-year plan to reflect the new data from Census 2013, which revealed that there are still 62,000 families with school-aged children without access to the internet in their homes.

Our Computers in Homes coordinators met on 27-28 August in Rotorua for their quarterly hui. The next hui will be in New Plymouth on 19-20 November.

The Trust's **BYOD equity pilot** has expanded to include a total of six schools. The Trust will be reviewing the success of the programme to date at its October meeting.

The Lottery Grants Board accepted a revised proposal for providing **ICDL training** to 7,500 unemployed people over the next three years; we have commenced implementation. Our first year target is 1500 people to each complete four ICDL modules. We expect to make an appointment in early October for a new ICDL Administrator to support our delivery partners.

We are pleased to report that negotiations with our major internet supplier for Computers in Homes, SNAP, has been successful. They have agreed to provide **UFB fibre connections** for Computers in Homes families at the same monthly price as Naked DSL (\$60/month incl GST). They have also agreed to increase the monthly data cap to 50GB (currently 30GB with unlimited YouTube).

We have welcomed the government's commitment to commit more funding for rural broadband infrastructure. Meanwhile we are continuing to engage with wireless internet providers in our hard-to-reach rural communities.

The **Digital Technologies in Schools** report has been drafted and copies will be distributed to schools in October. A 4-page feature has been booked for the October issue of Interface, which reaches into all schools.

We have been successful in securing a small funding grant from Wellington City Council to assist Wellington schools prepare and publish a **Living Heritage** site, commemorating soldiers who served New Zealand during World War One and are listed on local memorials. We are calling this project **Their Names Shall Live**. A bid has also been tabled with the Heritage Lottery Committee to extend this initiative to other regions.

InternetNZ Strategic Partnership:  
Brief Update from Creative Commons Aotearoa New Zealand  
1 August to 22 September 2014

## **CCANZ Funding and Structure**

### ***Hosting***

CCANZ has settled into its hosting relationship with OERF, and is now based at Enspiral Space on Courtney Place, Wellington

### ***Staffing***

CCANZ has hired Elizabeth Heritage at 0.4 FTE, and is currently advertising for workshop facilitators, to provide regional workshops to schools and heritage organisations. The purpose of the regional facilitators is to more effectively allocate CCANZ's existing resources.

### ***Roadmap***

A general roadmap until June 2016 has been published on the CCANZ website. Beyond supporting licence users and maintaining the suite of legal tools, the roadmap aims for open policy adoption across the New Zealand state sector, particularly tertiary education institutions, heritage institutions and schools: [creativecommons.org.nz/roadmap-2014-2016/](http://creativecommons.org.nz/roadmap-2014-2016/)

## **CCANZ's Recent Activities**

### ***Workshops***

Since 1 August 2014, Creative Commons has provided nine talks and workshops to approximately 271 attendees. Seven of these workshops were provided to school groups, two to tertiary organisations, with the remainder provided to community organisations.

### ***Resources***

CCANZ is currently distributing drafts of resources for its toolkits for the compulsory education, research and heritage sectors, to ensure that open policy becomes commonplace in each of these sectors. We anticipate distributing these toolkits in November this year. The toolkits will be folded in an international toolkits project spearheaded by colleagues at CCHQ.

### ***Website***

As of 22 September, NZCommons has published seventeen articles on a variety of open issues.

### ***Indigenous Knowledge***

A translation of the Creative Commons 4.0 licences into te reo is complete. CCANZ is continuing the process of consulting on the indigenous knowledge notice.

## **Progress Update**

### ***CC in Schools***

We have not updated our estimate of nearly 100 schools with Creative Commons policies, though schools are adopting policies at the rate of 1-2 per week. We will seek to develop a complete list of CC schools in early 2015.



***Open Access***

While only two universities have OA policies or mandates in place, several others are working on policy adoption. We are consulting with the Marsden Fund, and expect one more university to announce an open policy in late October.

***Open Education***

As at the last update, seven tertiary institutions have made commitments to open education policy, with adoption particularly strong in the polytechnic sector.

***Open Heritage***

Beyond flagship open policies adopted by Te Papa and NLNZ, there have been no further open policies adopted. We aim to push open policy with the distribution of our open heritage toolkits, which we will launch in time for the sector's National Digital Forum in November 2014.

**ENDS**

## **World Internet Project report to InternetNZ Council, October meeting**

Professor Allan Bell attended the Innovation Partnership forum in Wellington on 28 August. His presentation focused on findings from the last survey of the World Internet Project in New Zealand that related to the business and commercial sector. This was a good opportunity to promote WIP activities and indicate areas of interest to the groups that attended the forum which included Crown Fibre Holdings, Callaghan Innovation, Chorus, NZ Post and New Zealand Trade and Enterprise.

An ethics application has been prepared for AUTC (AUT Ethics Committee) with regard to research into internet use by people with disabilities to be conducted in 2014/15. Philippa Smith has been talking with groups and individuals concerned with disability to get their feedback in preparing a research proposal which involves interviews either in person or via the internet. She is most interested in assessing the positive and negative aspects of how the advent of the Internet has changed the lives of people with disabilities.

Philippa Smith was interviewed by Mark Sainsbury on his Radio Live, Sunday morning show on 24 August. One hour was devoted to key people speaking about the internet in New Zealand. Philippa discussed the trends and changes that had occurred in New Zealanders' internet use from the findings detailed in the World Internet Project surveys conducted since 2007. Representatives from InternetNZ and Netsafe also featured on the programme as well.

Following the general election ICDC will now be looking at opportunities within government to fund the next WIP survey in 2015. Key personnel will be identified to contact and it is hoped that, with lobbying support from InternetNZ, funding can be secured early in 2015.

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**Report for InternetNZ (September 2014)**

Its time to get back to work after a turbulent election campaign that ultimately resulted in business as usual for New Zealand. We completed the Tech Tank project and are now looking to develop processes around the HDC Civil offence resolutions, and have invested some additional time in support of our Pacific neighbours.

We are working on the production of an online safety whitepaper and hope to release in November 2014. We hope to start to benchmark key online safety indicators and promote NetSafe models for online safety.

NetSafe is also working on implementing processes as part of honoring our commitments to the International Association of Hotlines (INHOPE).

Martin Cocker

NetSafe

**The Tech Tank**

The Tech Tank is a joint InternetNZ/NetSafe project designed to raise the profile of ICT policies and strategies as election issues. It was originally hoped that we would be able to construct a 'dragons den' type format – but we were unable to progress that concept. Perhaps we'll come back to it in 2017. As an alternative we interviewed six politicians at the Rydges Hotel Wellington on July 29, 2014 for about 30 minutes each.

Each interview was edited down to approximately 4 minutes and released on stuff.co.nz in the last week of the election. We are not yet sure of the viewership statistics but I am glad that we did make an attempt to present ICT in a more positive light in an election campaign dominated by negative content.

The spokespeople interviewed were: Amy Adams (National), Clare Curren (Labour), Peter Dunne (United Future), Gareth Hughes (Green), Tracey Martin (NZ First), and Chris Yong (Internet/Mana). Act and the Maori Party did not respond to invitations to participate.

All the MPs articulated thoughtful answers across the entire range of questions perhaps indicating progress of the Parliamentary Internet Forum and interaction at events such as NetHui.

This election we saw a number of groups utilizing social media and online video to present content, and there is no question that it will be commonplace in 2017. ICT issues will also grow in importance. Hopefully InternetNZ, NetSafe and other stakeholders can run a higher profile project at the next election.

**The Harmful Digital Communications Bill**

The HDC Bill was stalled awaiting its second reading when parliament rose for the election. With general support across the house it was likely to progress to a conclusion regardless of the election outcome –

although the Greens and Labour would have recommended some significant alterations. Given that we have the same Government that instigated the HDC Bill – we can assume it will continue to progress with limited alteration.

With that in mind NetSafe is planning to gather the various agencies that will have an operational relationship with the OCH (Law Enforcement, ISPs, Online Content hosts, and the District Court) to discuss activity post HDC Act. These conversations will help inform the Approved Agency Regulations and hopefully make the bill as workable and practical as possible.

The Australian legislation to enable the establishment of an e-safety commissioner there should also be in place before the end of the year.

### **Secondment Project**

NetSafe is still exploring the possibility of secondments with a couple of ICT multinationals and foreign cybersafety organisations – although there are no firm plans at this stage. It is likely to be 2015 before the next secondment is in place.

### **The Digital Challenges Coordination Centre (DC3)**

DC3 is the working name for the next generation centralized cyber crime and offence reporting and recording system (theorb.org.nz is the first generation).

Cyber Crime reporting is a component of the second iteration of the NZ Cyber Security Strategy and is therefore under the remit of the National Cyber Policy Office (NCPO) of Department of Prime Minister and Cabinet (DPMC).

NetSafe is continuing to work with the ORB (Online Reporting button) partners to discuss their requirements around cyber crime and offence reporting, recording, and analysis. NetSafe has committed to the ORB review and DC3 planning project to assist NCPO in this area.

Three things we already know about cyber crime and offence reporting that will influence our recommendations

1. The majority (95%) of reports are not actioned by law enforcement. This is the case even where victims have suffered considerable loss or harm. The cost of investigation and low probability of successful result mean that no investigation action is taken.
2. Some reports of interest to multiple parties. Many offences are multi faceted and span multiple agency jurisdictions
3. Trend data, and groups of reports can be of interest to enforcement agencies even when individual reports are not.

The original ORB design was a single offence and triage model – but given our experience we would recommend that the next version have much stronger data analysis and complaint case management capability.

Additionally, the lack of positive outcomes naturally leads to a lower rate of reporting. Victims can quite rightly ask ‘what’s the point’ and we need to rethink the way we provide value back to people who do report cyber crimes. This is especially important given point three above.

**The Pacific**

NetSafe attended the International Telecommunications Union (ITU) Child Online Protection (COP) capacity building event in Vanuatu in September. This event included participants from a number of Pacific nations, and multiple stakeholders from Vanuatu.

The format of the event was three days of expert led discussions across the various components of child online protection followed by two days of national planning for Vanuatu. NetSafe was there specifically to talk about organizational structures.

The event included many stakeholders that NetSafe regularly interacts with including: the CEO of the Alannah and Madeline Foundation (Australia) on their e-smart schools programme and approach, Jeremy Fenton of the ACMA talking about the INHOPE network and activities, and Peter Mancer from Watchdog presenting on filtering options.

I would note that the ITU brings significant content, support, and existing capacity in this area which has considerable appeal to the small pacific nations.

# **Report on NetHui outcomes**



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## General Information

Dates: Wednesday 9<sup>th</sup> – Friday 11<sup>th</sup> July  
Duration: 3 days  
Location: SKYCITY Convention Centre  
Theme: The next 25 years

## Overview

The purpose of this paper is to report back on the planning and running of NetHui 2014, held in Auckland from Wednesday 9<sup>th</sup> – Friday 11<sup>th</sup> July. It focuses on the major areas of this project: planning, professional content management, marketing, media, website, social programme, accommodation, sponsorship and programme.

### Conference Organisers

Krystal Waine – Conference Manager  
Kristine Ruzich & Maggie Cook (Orange Exchange) – Event Organisers/Admin support  
David Cormack – Communications and Sponsorship  
Ellen Strickland – Programme Manager  
Kevin Prince – Programme Coordinator  
Aimee Watson – Accommodation and Travel



## Introduction

NetHui 2014 was held at SKYCITY Convention Centre in Auckland and was well attended by people across New Zealand as well as remotely.

On the financial front, it was decided again to charge a nominal registration fee of \$40 inc GST. The overall cost of the event was considerably above budget, with InternetNZ meeting the above-budget costs, as set out in this report.

A number of participants were given complimentary registration to attend, such as stream leaders, speakers, panelists, media and InternetNZ, DNC and NZRS staff.

The booking fee included all conference sessions, conference handbook, promo material from sponsors, tea/coffee breaks and some social events held on Wednesday and Thursday evening.

Lunch was subsidised by InternetNZ and participants were given the option to purchase lunch at a cost of \$20.00 inc GST.

### Total Registrations:

**589**

*517 were onsite*

*64 of which were no shows*

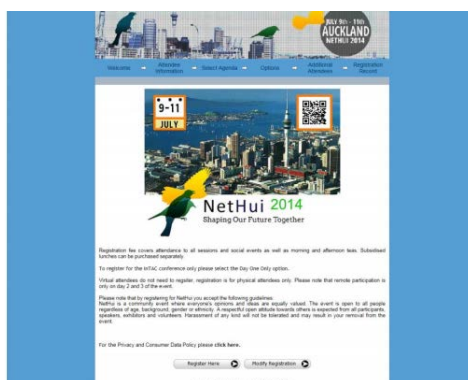
*8 of which were cancelled*

*150 of which were complimentary*

## Planning & management – pre-conference

**Registration Process Management** – This was managed by Orange Exchange.

The online registration page was setup in cloud based registration software. The registration page was set up to match the NetHui branding.



NetHui registration went live on 29 May 2014. The date to go live was pushed out by one week which gave just over 1.5 months to have the registration page live.

Although the response was slow and fairly even leading up to the event, the target registration of 500 was reached.

## Programme

- An Expression of Interest form was used and promoted to gather ideas and proposals from the community for NetHui 2014.
- A range of Community Supporter organisations spread the word about NetHui 2014 and helped support the gathering of feedback and ideas.
- A programme was developed working with the NetHui community and InternetNZ staff, led by Collaboration and Community Lead Ellen Strickland, which included: one day workshops, keynote addresses, panels, a networking event and a wide range of community-led discussion sessions.
- NetHui discussion session facilitators worked in pairs to plan, promote and run the community discussion sessions. They were supported by Ellen Strickland and Kevin Prince and given information and a meeting/training session was held in Wellington/Auckland (and available remotely).
- Community-owned meet-ups, side events and social functions, held in the evenings, were also coordinated as part of the NetHui 2014 overall programme.

## Printing and Design

- The conference handbook was created by Orange Exchange in consultation with Krystal.
- All tickets and name badges were created by Orange Exchange.
- Lanyards were sponsored and provided by MYOB.
- The design of the banners was managed by Orange Exchange.

## Venue Negotiation, Supplier and Speaker Liaison

- Krystal was the central point of contact for all venue negotiations between SKYCITY and InternetNZ.
- All AV requirements were managed through Maggie from Orange and all necessary runsheets were distributed between the various parties
- Aimee Watson was the main contact for organising Speaker and MC travel and accommodation and co-ordinated itineraries as necessary.
- Hotel bookings were managed by Aimee.

## Sponsorship

NetHui received a total of \$100,000 inclusive of in-kind sponsorship. Sponsors included Microsoft, Telecom, Trademe, Facebook, Google, Techday, APNIC, Slingshot, dts, ICANN, REANNZ, Catalyst IT and MYOB.

Sponsors were offered the opportunity to display banners and have tables. We also had a number of community sponsors who helped with the promotion of the event.

## Website

The Conference website was a major component in the promotion of this conference. The website was designed by Sunroom and managed by David Cormack. The website was launched and was updated continuously and expanded as information became available.

## Planning & management – onsite, at the conference

NetHui pack in was on Tuesday 8<sup>th</sup> July where registration was set up and walk-throughs were done.

Delegates registering were given their name badge with handbook.

The official conference opening was at 8.30am on Wednesday 9<sup>th</sup> July with a Mihi Whakatau.

Run sheets: Maggie from Orange provided INZ staff, all contractors and the SKYCITY with a master schedule ‘run sheet’.

Orange Exchange managed the onsite registration and information desk for the duration of the conference with the help of volunteers and other INZ staff.



## Accommodation

Speakers and Staff stayed onsite at SKYCITY Hotel.

## Social Programme

### Drinks Reception

Wednesday 9<sup>th</sup> July from 5.15pm – 7.15pm

The conference Welcome Reception was held in the conference foyer approximately 300 people attended this event.

## Budget

### Detailed Actual vs Budget

NetHui 2014			
Actual vs. Budget			
	Actual	Budget	Variance
<b>Income</b>			
Registration Fee	\$10,790	\$10,434	\$356
T-shirts	\$1,148	\$0	\$1,148
Lunch income	\$8,104	\$2,890	\$5,214
INZ Funding	\$80,000	\$90,000	-\$10,000
Sponsorship (excl in kind)	\$80,500	\$100,000	-\$19,500
<b>Total Income</b>	<b>\$180,542</b>	<b>\$203,324</b>	<b>-\$22,782</b>
<b>Less Operating Expenses</b>			
Accommodation, Flights, Misc. exp Staff & Facilitators	\$13,421	\$0	\$13,421
Audio visual	\$24,853	\$25,000	-\$147
Banners and Handbooks	\$6,415	\$3,000	\$3,415
Braille booklets	\$0	\$0	\$0
Canapés for Networking drinks	\$10,335	\$8,325	\$2,010
Contingency	\$0	\$2,000	-\$2,000
Contractors time	\$3,255	\$0	\$3,255
Deaf Interpreters	\$2,372	\$0	\$2,372
Dinners with VIPS	\$0	\$1,000	-\$1,000
Drinks Package networking drinks	\$12,188	\$9,000	\$3,188
Facilitator meeting costs pre NetHui	\$1,126	\$0	\$1,126
Fellowship grants	\$8,092	\$7,000	\$1,092
Interpreters	\$2,372	\$0	\$2,372
Keynote speakers; Travel & accom	\$0	\$10,000	-\$10,000
Koha	\$840	\$500	\$340

Legal & Proofreading expenses contracts	\$535	\$0	\$535
Lunches full price	\$25,255	\$19,260	\$5,995
MC Fee	\$7,500	\$6,000	\$1,500
Misc. Marketing	\$0	\$1,000	-\$1,000
Name Badges	\$1,952	\$1,500	\$452
NetHui Survey	\$780	\$0	\$780
NetHui Team Debrief - Design and facilitation	\$1,097	\$0	\$1,097
Orange Productions fee	\$44,921	\$30,000	\$14,921
Postage and freight	\$299	\$250	\$49
Programme assistant (KP)	\$13,100	\$0	\$13,100
Signage	\$36	\$0	\$36
Speaker and Facilitator, Volunteer gifts	\$977	\$400	\$577
Speaker/co-ordinator costs (flights & accom)	\$0	\$3,000	-\$3,000
Stationary/Photocopy	\$104	\$200	-\$96
Streaming	\$19,905	\$20,000	-\$95
Survey prize	\$704	\$0	\$704
Teas and coffees Catering	\$21,890	\$18,900	\$2,990
T-shirts	\$2,211	\$0	\$2,211
Twitter Feed License 1 day	\$562	\$0	\$562
Venue cost	\$32,030	\$31,000	\$1,030
Volunteer	\$0	\$1,200	-\$1,200
Website and Design	\$1,429	\$2,500	-\$1,071
<b>Total Operating Expenses</b>	<b>\$260,557</b>	<b>\$201,035</b>	<b>\$59,522</b>
<b>Net Profit/ Loss</b>	<b>-\$80,015</b>	<b>\$2,289</b>	<b>-\$82,304</b>

### Major variance areas:

**Income** – InternetNZ’s contribution was reduced to accommodate hosting a regional NetHui later in the year, which proved to be over-ambitious. Sponsorship excluding in kind was under budget, due to approaching potential sponsors later than should have been the case.

### Expenditure:

Unbudgeted costs of \$33k were incurred in the following areas:

- flights and accommodation for staff and facilitators,
- decision to hire a programme assistant,
- contractors’ time, sign interpreters,
- twitter feed, and
- survey costs.

These items should have been included in the budget through a controlled change process. Our event management methodology has now been upgraded to ensure this situation cannot recur.

Over-budget costs were incurred in the following areas:

- increased event organiser costs,

- venue and catering costs.

The balance of costs over are offset against the non-spent budget areas of, keynote speaker, and associated costs flights, and accommodation, marketing, and volunteer costs. The operating team has made changes to the budget management of events so that this situation cannot recur.

## Mainstream Media Coverage

The media coverage was extensive and very positive. TV3 sent a reporter to cover the entire event, garnering a high level of comprehensive, and positive reporting.

NetHui received the following coverage through mainstream media channels.

[The next 25 years of the internet – TV3](#)

[Call for Maori investment at NetHui – TV3](#)

[Kiwi kids isolated by ‘digital divide’ – TV3](#)

[NetHui shows potential of Internet for NZ businesses - Voxy](#)

[School copyright policies 'ridiculous'; Creative Commons - TV3](#)

[“Purpose-built” internet offers \\$34 billion potential for Kiwi businesses - TechDay](#)

[Minister Adams: Keynote address at NetHui - Scoop](#)

[Forgive or forget with internet data – MSN News](#)

[Labour’s ICT plan would establish Government CTO – Tech Blog](#)

[NetHui discusses the potential for online voting - Scoop](#)

[Online voting focus ahead of Election 2014 - NewstalkZB](#)

[NZ divided over the great online voting debate - TechDay](#)

[NetHui promotes discussion and debate on internet accessibility, rights and governance - ComputerWorld](#)

[\\$34b future in high net use – Dominion Post](#)

[Blind web user wants more accessibility – Dominion Post](#)

[Plea for accessibility – Taranaki Daily News](#)

## Live Streaming

The audience was 8,835 and shifted 183 GBytes of data.

Approximately 6% of the audience was on mobile devices.

The Audience came from 10 countries

Top 10 countries:

Rank	Country	Hits	% of hits
1	New Zealand	7459	90.47%
2	United States	488	5.92%
3	Australia	230	2.79%
4	Canada	36	.44%
5	United Kingdom	16	.19%
6	Hong Kong	8	.10%
7	Belgium	4	.05%
8	Estonia	2	.02%
9	Kyrgyzstan	1	.01%
10	Lesotho	1	.01%



## Conference Format

Each session had multiple tags which indicate the topics and themes that it encompasses. Tags and facilitators were also listed in the programme in the conference handbook.

Wednesday 9 July							
8.00	Registration Desk Opens - <i>Foyer</i>						
9.00	NZ 1 & 2 Mihi Whakatau, Welcome Ceremony						
9.15	Housekeeping & Day one scene setting						
9.30	Workshops	NZ 1 & 2 Jump start	NZ 3 Māori Meetup	Marlborough 1 (main) & 3 (breakout) NetHui Youth Forum	NZ 4 InTAC		
10.30	Morning Tea - Foyer						
11.00	Workshops	Jump start	Māori Meetup	NetHui Youth Forum	InTAC		
12.30	Lunch						
1.30	Workshops	Jump start	Māori Meetup	NetHui Youth Forum	InTAC		
3.00	Afternoon Tea						
3.30	Workshops	Jump start	Māori Meetup	NetHui Youth Forum	InTAC		
5.00	FINISH						
5.15	Moxie side event: NetHui Edition - The next 25 years of the Internet						
5.15	Meetup: Civil Liberties Online						
5.15	Meetup: Creative Commons: Generation Open						
5.15	Mozilla Birds of a Feather						
6.00	Girl Geek Dinner - <i>Toto</i>						
Thursday 10 July							
7.30	Registration Desk Opens - <i>Foyer</i>						
9.00	NZ 1& 2 Introduction, housekeeping - MC Michèle A’Court						
9.10	NZ 1& 2 Scene setting - Jordan Carter						
9.30	NZ 1& 2 Ministerial address - <a href="#">Hon Amy Adams, Minister for Communications &amp; Information Technology</a>						
10.00	Foyer Morning tea						
10.30	NZ 1& 2 <a href="#">Opening Panel - The Internet and NZ: the next 25 years</a>						
11.15	Transition						
11.30			NZ 3	NZ 4	Marlborough 1	Marlborough 2	Marlborough 3
	Sessions		e-Voting Tags: Government & Citizens, Emerging Issues	Youth Wellbeing Online Tags: Health, Emerging Issues, Community	Design Right Design for All Tags: Access, Community	Doing Data Journalism Tags: Culture, Openness	Barcamp: Solving global problems
12.30	Lunch						
1.30			NZ 3	NZ 4	Marlborough 1	Marlborough 2	Marlborough 3
	Sessions		(Em)powering	Online Government	Tertiary & Lifelong	Domain Names:	Barcamp: Online



Wednesday 9 July						
		<a href="#">Women Using the Net</a> Tags: Community, Culture	Tags: Community, Government & Citizens	<a href="#">Learning</a> Tags: Education, Access, Economy & Business	<a href="#">2014 &amp; Beyond</a> Tags: Economy & Business, Infrastructure	<a href="#">media funding models</a>
2.30	Transition					
2.35	Sessions	<b>NZ 3</b>	<b>NZ 4</b>	<b>Marlborough 1</b>	<b>Marlborough 2</b>	<b>Marlborough 3</b>
		<a href="#">Who are you Online?</a> Tags: Community, Government & Citizens	<a href="#">A Global Concern</a> Tags: Internet & the Law, Governance	<a href="#">Digitally Blended Learning</a> Tags: Education, Government & Citizens, Community	<a href="#">Open Data: Progress, Users, Possibilities</a> Tags: Economy & Business, Government & Citizens	<a href="#">Barcamp: Bridging the digital divide</a>
3.35	Tea Break					
4.00	<a href="#">Panel: Digital Rights with the Parliamentary Internet Forum</a>					
4.45	Wrap-up session <i>NZ 1&amp;2</i>					
5.00	CLOSING					
5.15	Drinks reception, hosted by Telecom					
6.30	<a href="#">Meetup: Digital storytelling</a>					
6:30	<a href="#">Meetup: National Startup</a>					
6:30	<a href="#">Meetup: 2020 Digital Inclusion</a>					
6:30	<a href="#">Public Address Great Blend</a>					
<b>Friday 11 July</b>						
8.00	Registration Desk Opens					
9.00	Introduction, housekeeping - MC Michèle A'Court					
9.05	<a href="#">New Zealand Keynote Address - Privacy Commissioner John Edwards</a>					
9.35	<a href="#">Panel: Privacy Online</a>					
10.20	Tea Break					
10.45	Sessions	<b>NZ 3</b>	<b>NZ 4</b>	<b>Marlborough 1</b>	<b>Marlborough 2</b>	<b>Marlborough 3</b>
		<a href="#">Broadband Uptake &amp; Digital Inclusion</a> Tags: Access, Infrastructure, Community	<a href="#">Government Surveillance. Keep calm and carry on?</a> Tags: Governance, Safety & Security	<a href="#">Barcamp: Gender Issues</a>	<a href="#">Learning Right for Working Success</a> Tags: Education, Economy & Business	<a href="#">Barcamp: Online communities</a>
11.45	Transition					
11.50	Sessions	<b>NZ 3</b>	<b>NZ 4</b>	<b>Marlborough 1</b>	<b>Marlborough 2</b>	<b>Marlborough 3</b>
		<a href="#">Bootstrapping a Blockchain Economy</a> Tags: Economy & Business, Internet & the Law	<a href="#">Lurkers, Listeners &amp; Trolls</a> Tags: Community, Internet & the Law	<a href="#">Barcamp: Privacy</a>	<a href="#">Shared Care Health Records</a> Tags: Health, Government & Citizens	<a href="#">Barcamp: Education</a>
12.50	Lunch					
1.50	Sessions	<b>NZ 3</b>	<b>NZ 4</b>	<b>Marlborough 1</b>	<b>Marlborough 2</b>	<b>Marlborough 3</b>
		<a href="#">Rural &amp; Remote Connectivity</a> Tags: Access, Rural, Economy & Business	<a href="#">The future of finance</a> Tags: Economy & Business, Community	<a href="#">Barcamp: Citizen science</a>	<a href="#">Participatory Government</a> Tags: Government & Citizens, Community	<a href="#">Barcamp: Safety</a>
2.50	Transition					
2.55	Sessions	<b>NZ 3</b>	<b>NZ 4</b>	<b>Marlborough 1</b>	<b>Marlborough 2</b>	<b>Marlborough 3</b>
		<a href="#">Curating Kiwi</a>	<a href="#">Pushing Play on</a>	<a href="#">Barcamp:</a>	<a href="#">NZ Internet</a>	<a href="#">Barcamp:</a>

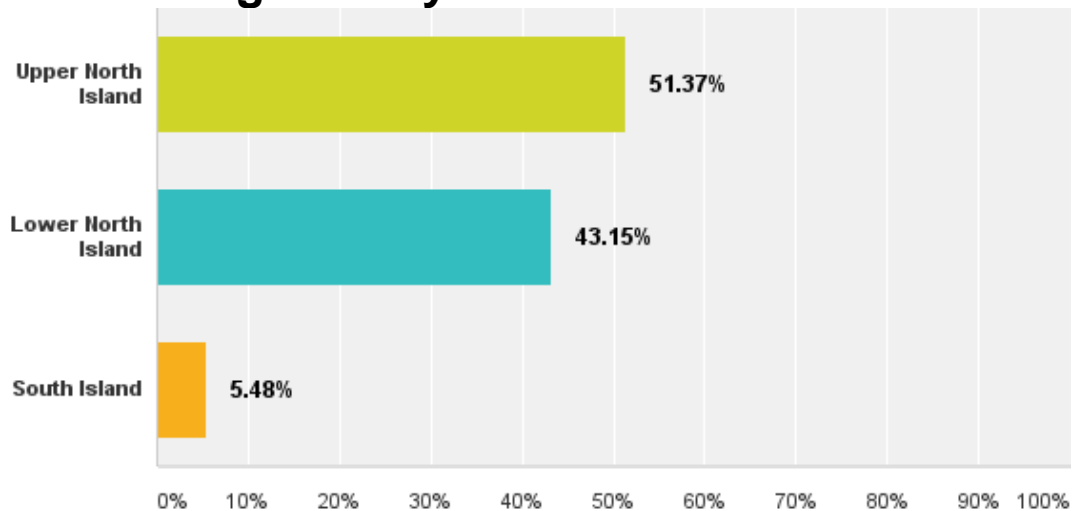
Wednesday 9 July						
		Content Tags: Community, Access	Content Tags: Economy & Business, Access, Culture	Democracy and legal issues	Research Network Tags: Emerging Issues, Community, Education	Networking over the edge
3.55	Tea Break					
4.15	Panel: Convergence the Internet and the future of media					
5.00	Nearly the end: Rod Drury					
5.30	Closing remarks: Jordan Carter					
Jumpstart		<p>The main worksession is called Jumpstart (more info <a href="#">here</a>) and it's how NetHui gets going on Day One.</p> <p>With something for participants old and new, day one of NetHui is full of community led sessions to get NetHui 2014 off to an engaging, informed and fun start, featuring a How To NetHui session, 101 talks and is the home of the NetHui 2014 barcamp planning.</p> <p>Other community focused workshops are also available- details below- and you can choose one of these when you register if they are more your cup of tea.</p>				
Youth Forum		<p>Nethui Youth Forum is a place for young people to learn more about Internet issues and have their voice heard about the future of the Internet in New Zealand. Whether you have strong opinions about net neutrality, or aren't sure what that even means, come along to the NetHui Youth Forum where we will help you to both understand and voice your opinions on the Internet.</p> <p>For more information, go <a href="#">here</a></p>				
InTAC		<p>The New Zealand Internet Technical Architecture conference is an opportunity for technical decision makers to come together and share their ideas and help shape how the Internet in New Zealand will grow in the next 5-10 years.</p> <p>Previous years events have helped create messages that will be presented at this year's conference.</p> <p>For more information, visit <a href="#">here</a></p>				
Māori Meetup		<p>This one day event builds on last year's Maori Meetup event and welcomes everyone interested to join in a day of discussion on what's happening in the Maori IT sector, innovations and new developments, and looking back at our tech past and imagining the future.</p>				



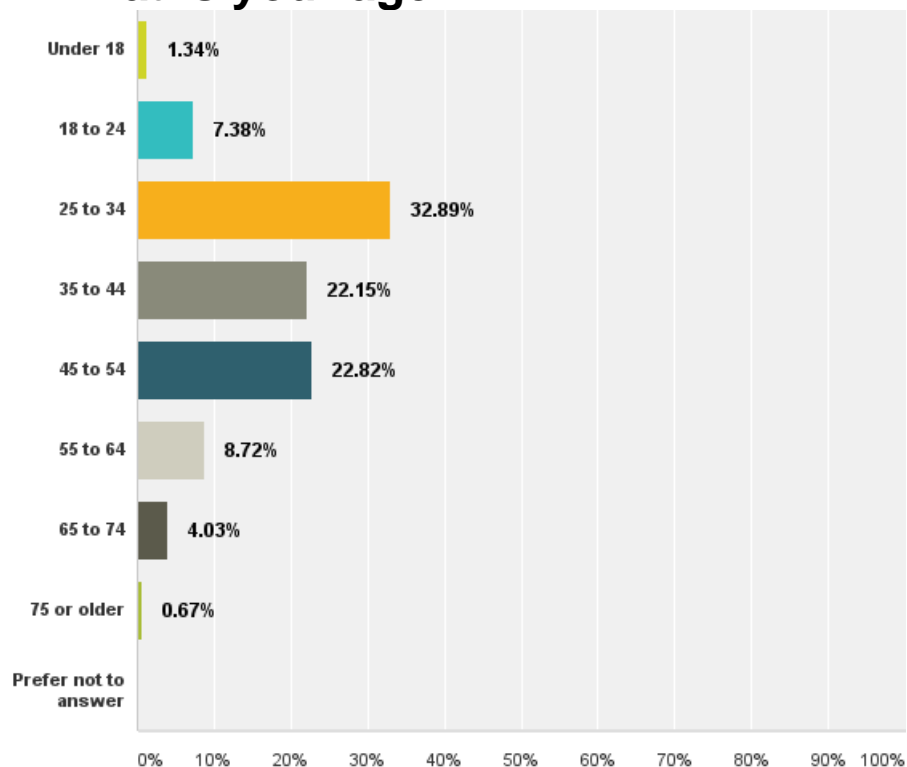
## Results from feedback survey

The results are mostly positive with a majority of the 132 people who completed the survey saying they enjoyed NetHui 2014.

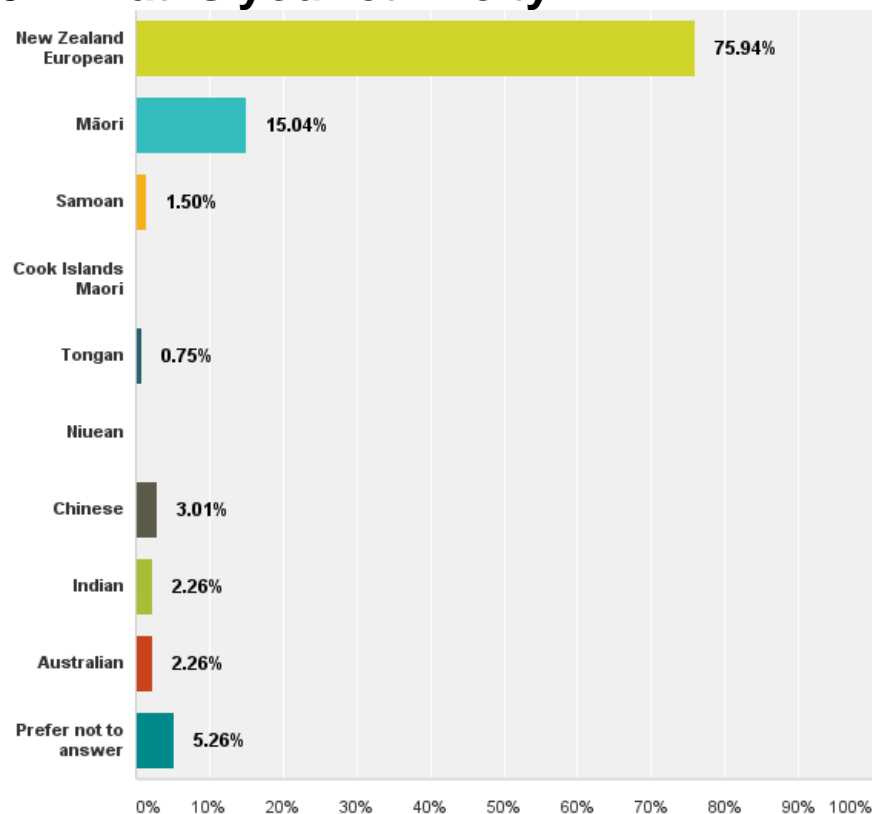
### Q1: Which region do you live in?



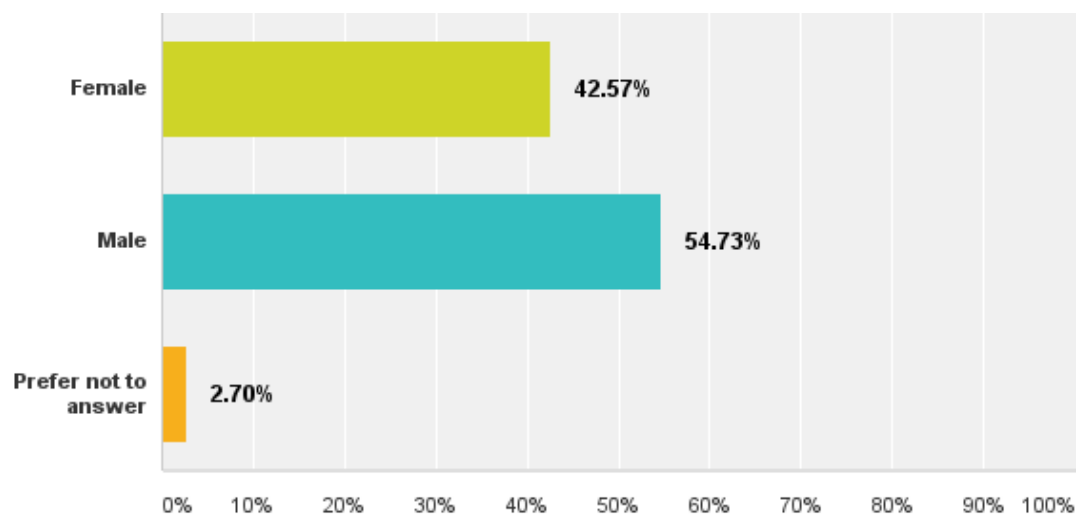
### Q2: What is your age?



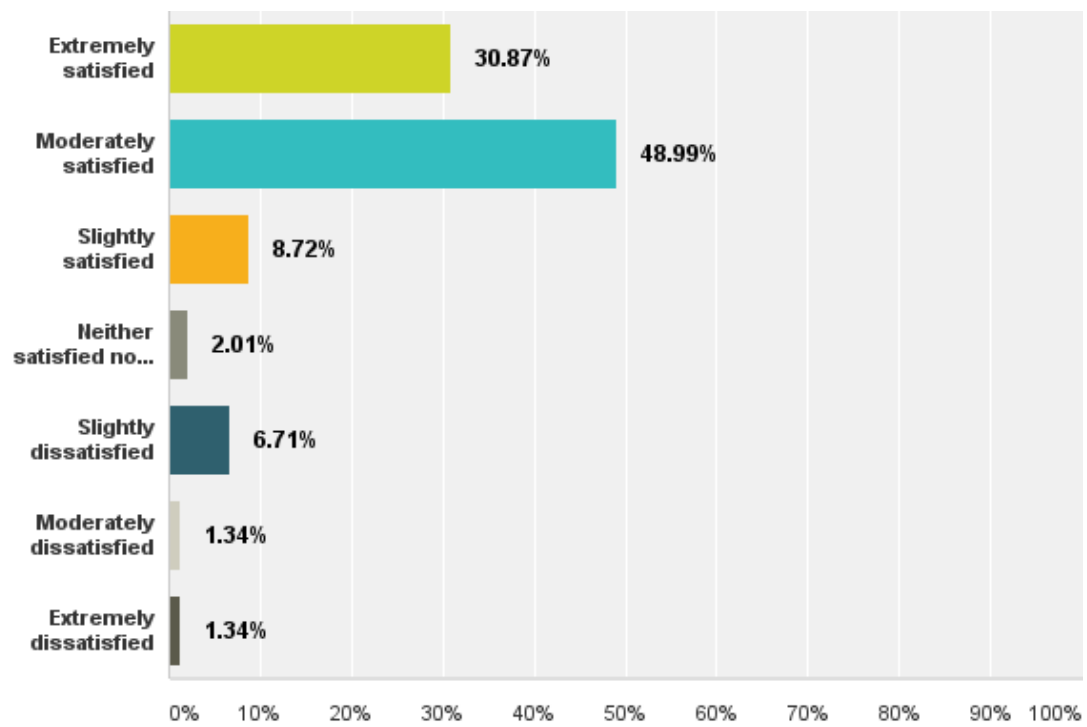
### Q3: What is your ethnicity?



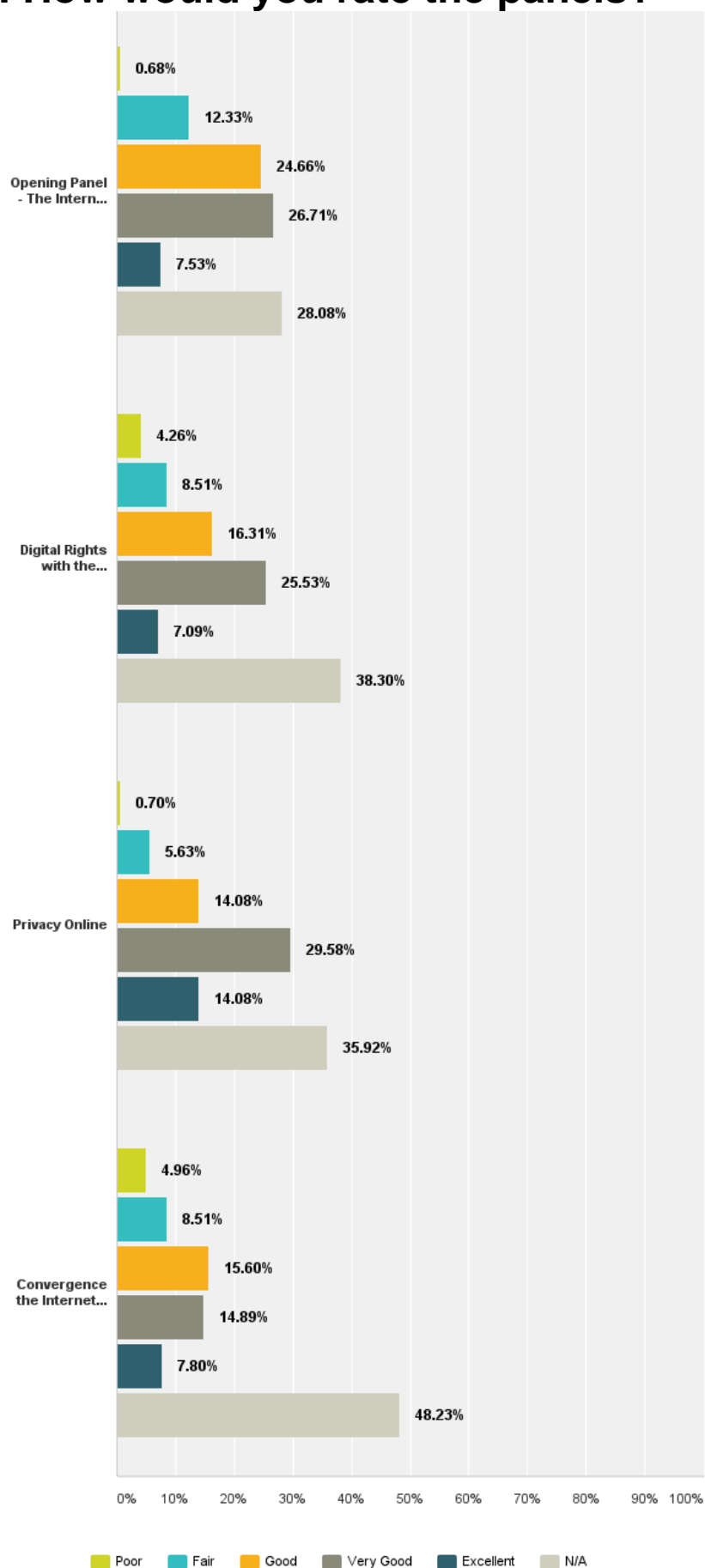
### Q4: What gender do you identify with?



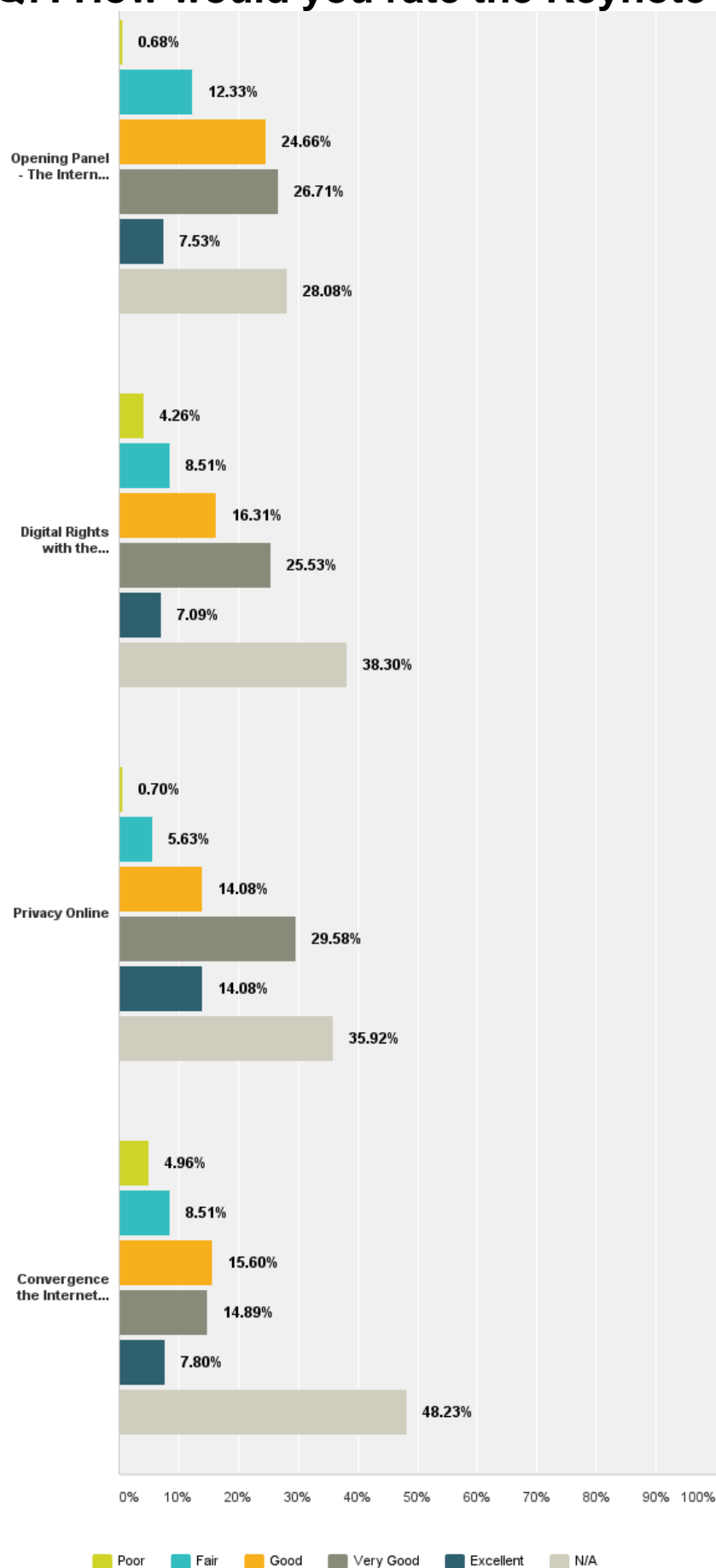
## Q5: Overall, were you satisfied with NetHui 2014?



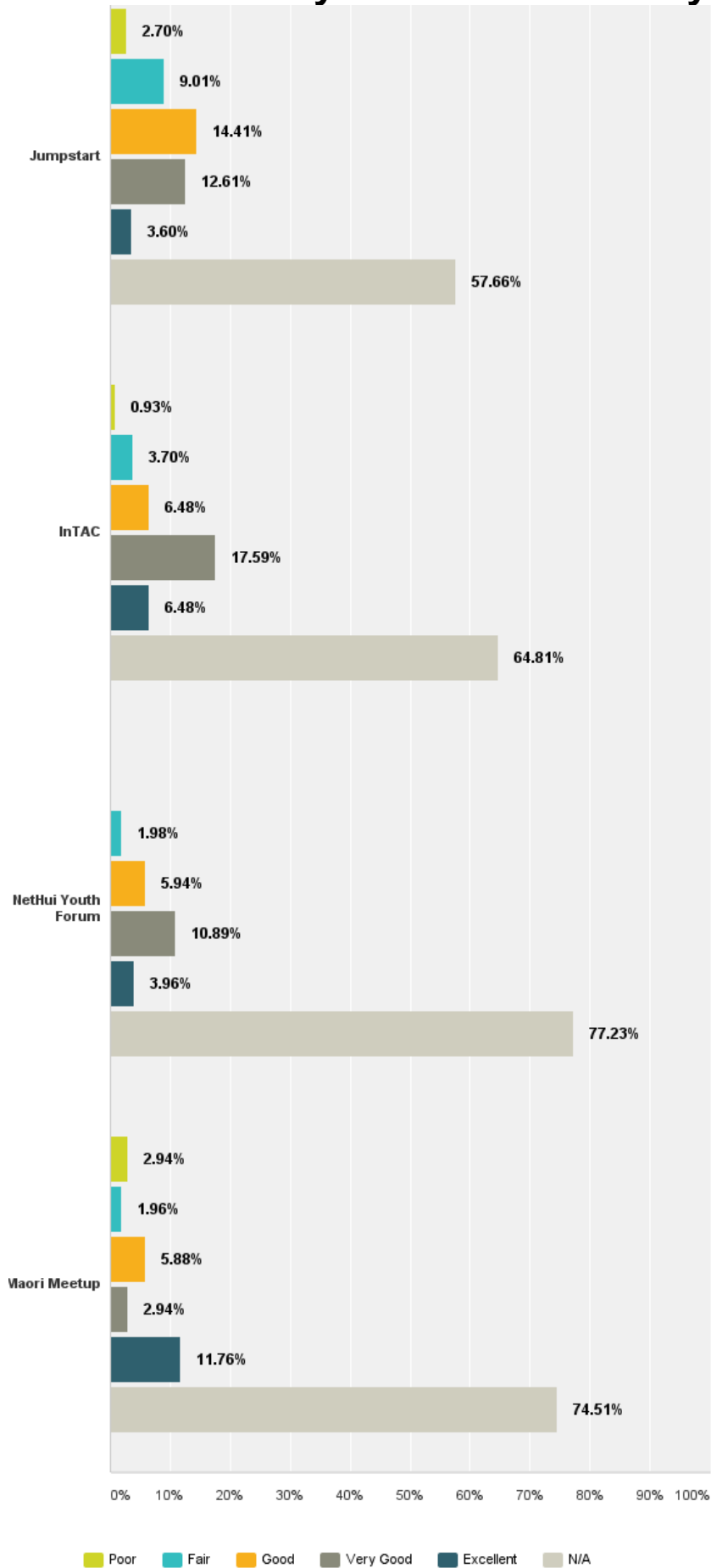
## Q6: How would you rate the panels?



## Q7: How would you rate the Keynote speakers?

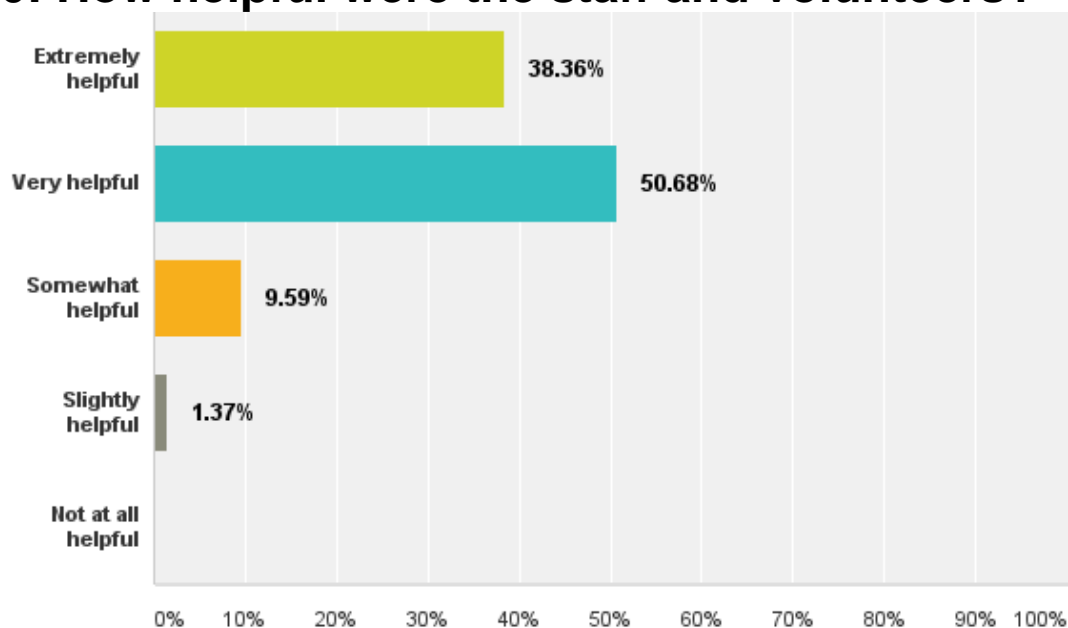


## Q8: How would you rate the Monday workshop?

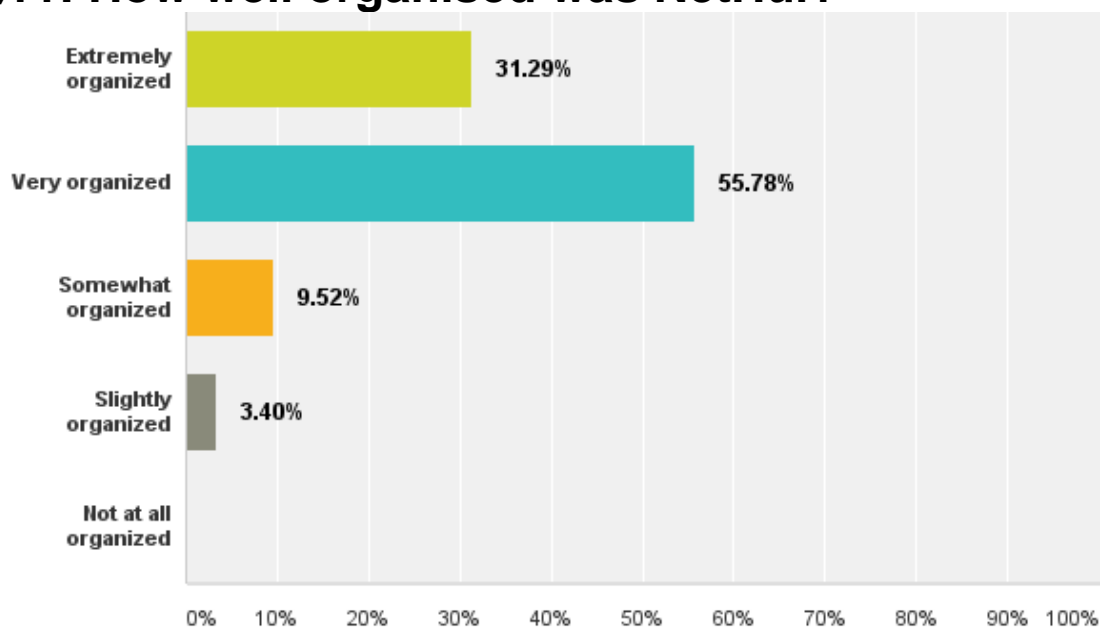




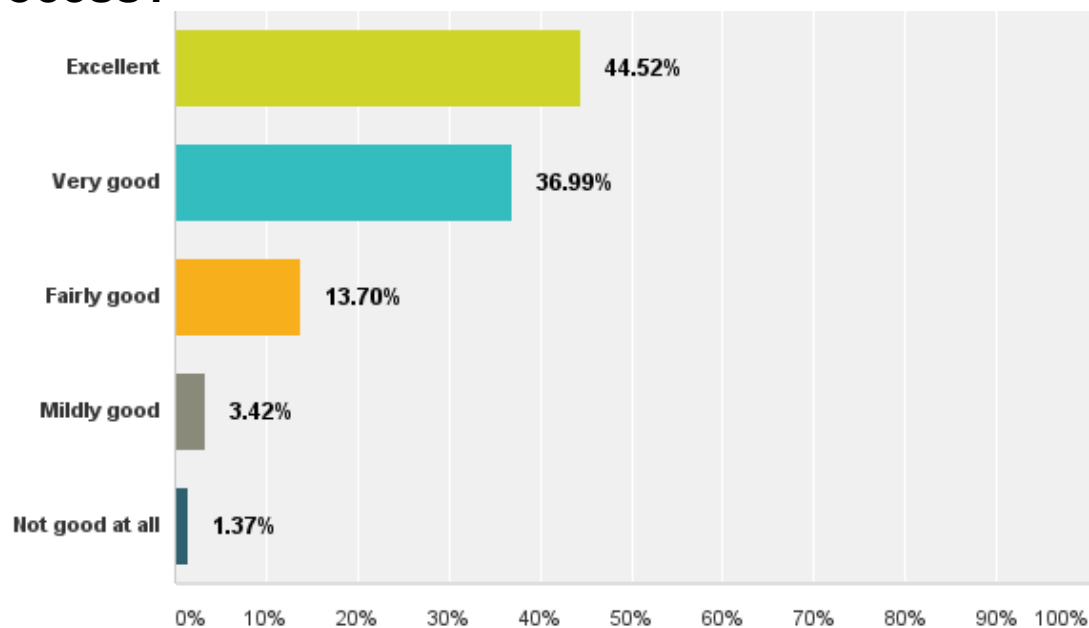
## Q10: How helpful were the staff and volunteers?



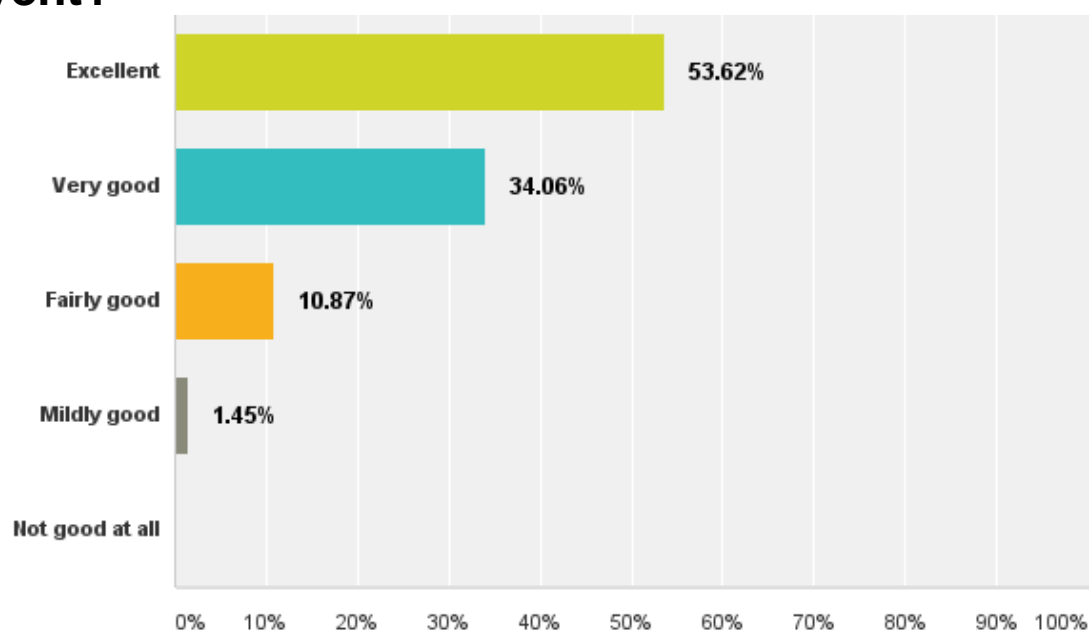
## Q11: How well organised was NetHui?



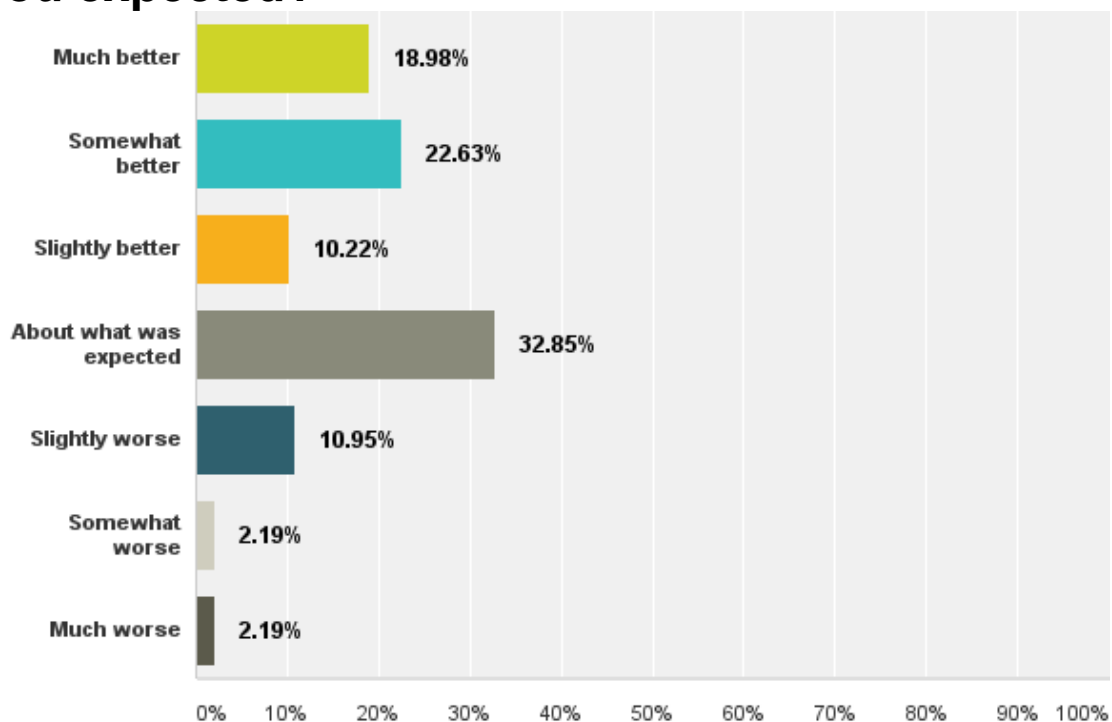
## Q12: How would you rate the online registration process?



## Q13: How would you rate the check in process at the event?



## Q16: Was NetHui 2014 better, worse, or about what you expected?



## Summary of Open Feedback Questions

### Key themes on discussion sessions and meet-ups

#### Format:

Small discussions are good. Not sure about the smaller groups within groups. Barcamp sessions off the grid (not streamed or recorded) allowed for more frank and open conversations.

#### Content:

Generally well received, Jumpstart sessions were much more organised this year. Not enough focus on “the next 25 years” nor on business issues. There was also comment about session leaders only being in it to voice their opinions and not to listen to others. Overall a good discussion format and kudos to the female facilitators.

#### Youth:

Good session, but not enough actual youth in attendance. Facilitators came across as being a little preachy at time.

#### Maori meet-up:

Mixed reviews, some found this really useful to provide a safe space to hear iwi issues and concerns. Others found it disorganised and ‘old’ with one person so upset with the content that they doubt the will come to another NetHui.

#### InTAC:

Much better this year, some found it too basic and not technical enough.

### Key Themes on what was good about NetHui

- The diversity of people and conversations
- The opportunity to network and share ideas with likeminded people
- How well run it is, the food, the coffee, the people, the interesting sessions
- Dynamic programme and well rounded facilitators
- The twitter feeds for online discussions

### **Key Themes on what was not good about NetHui**

- The venue was too cold
- Lack of focus/ direction in sessions facilitators hogging the mic
- Mic not being passed around enough, some people saying the same thing
- Sessions did not represent the theme 'the next 25 years'
- Felt like the same conversations as at other NetHuis, no evolution or development over the years
- Kaupapa needs to be more visible
- Sessions and panels lacked focus
- Discrimination/sexism present in sessions (towards woman and 'old white men')
- Barcamps needed more structure and better organising
- Programme was late being released, made it hard for people to prepare

### **Key Themes of additional feedback and suggestions**

- A quiet room where people can go and reflect and get away from all the talking
- Better training for facilitators
- Would like to see more actionable outcomes, perhaps a report on what has been achieved since previous hui
- Lunch should be included in registration fee
- Longer gaps between sessions to allow for discussion/ wrap up
- Twitter feed into each session and facilitators using it
- Website needs to support mobile devices
- An inspirational international keynote is needed next year



# **Consent Agenda Items**

**Minutes of the last meeting**  
**8 August 2014**

### MINUTES OF COUNCIL MEETING

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<b>Status:</b>	Draft
<b>Present:</b>	Jamie Baddeley (President), Neil James, Hamish MacEwan, Dave Moskovitz, Rochelle Furneaux, Brenda Wallace, Hayden Glass, Sarah Lee,
<b>In Attendance:</b>	Jordan Carter (Chief Executive), Maria Reyes (minute taker), Marian Donaldson, Debbie Monahan (Domain Name Commissioner, <i>in part</i> ), David Farrar (DNCL Chair, <i>in part</i> ), Richard Currey (NZRS Chair, <i>in part</i> ), Jay Daley (NZRS CE, <i>in part</i> ), Ellen Strickland (InternetNZ Staff, <i>in part</i> ), Dean Pemberton (InternetNZ Staff, <i>in part</i> ), David Cormack (InternetNZ Staff, <i>in part</i> ), Keith Davidson (InternetNZ Staff, <i>in part</i> )
<b>Meeting Opened:</b>	The President formally opened the meeting at 10.56am

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#### 1. Apologies

Council received apologies from Richard Wood, Amber Craig and Lance Wiggs.

#### 2. Declaration of Interest

Hayden and Sarah are yet to send their list of interests. Jamie gave them brief backgrounds as to what sort of interests should be declared.

#### 3. Agenda consideration – in committee items

There were no in-committee agenda items noted.

#### 4. Council Work for 2014-15

Jordan advised the new Councillors that council meetings are held bi-monthly and appointments to Council take place annually in June.

He presented a high level planning cycle and gave a brief on governance level timing and high level planning for the organization. Priorities will be working with the Chair on *steady as you go* in terms of approach for the future; much better access to information, both historical and current, for Councillors; and clean-up of current governance policies so they can easily be accessed and kept current.

Jordan advised that a remote access document storage approach is being developed to enable Council to have easy access to information or documents such as the different Policies, Council papers, calendar of meetings, etc, and that access details and other information will be sent out to Council soon.

**AP 14/14:** Completed Business Plan to be shared with Councillors.

## **5. Approach to Strategic Planning**

Jordan advised that there are still gaps in the strategic plan framework for the InternetNZ group, most clearly the lack of a group-wide Strategic Plan. Clear identification of the key strategic objects is required within the group. Jordan further advised that the group strategy, key issues, objects review and financial flows for the coming year should be the focus of the retreat.

He also reminded the Council of the upcoming Strategy Retreat on 11-13 September 2014, to be held in the Wairarapa. A strong facilitator will be selected with people focus and good group cohesion skills.

It was noted that Neil James is unable to attend the Strategy Retreat.

**RN 49/14:** THAT Council agree to the plan for the 2014 strategy retreat set out in the paper from the Chief Executive, including the focus of the event and the approach to take.

**RN 50/14:** THAT Council note the preparations the executive is making for the strategy retreat including the deadline for material to be provided by Friday 22 August.

**RN 51/14:** THAT Council ask NZRS and DNCL to work with the Chief Executive to prepare inputs for the strategy retreat, with these to be available to the Council by Friday 29 August.

(President/Cr Furneaux)

**CARRIED U**

## **6. Chief Executive Report**

The Chief Executive's report was taken as read. Jordan advised there were no risks pending to the business. Further group risks reporting will be provided later in the day.

Other highlight from Jordan's report was NetHui which was the primary focus for the operating team in July. A report of the outcomes of the NetHui will be provided at the October Council meeting.

Staff annual reviews have now all been completed.

The General Election issues paper has now been presented to all major parties with positive feedback. He also commented that it was pleasing that most of the major parties do want to meet with InternetNZ in the future.

Jordan also gave a brief summary on his attendance and participation at ICANN in London and OECD meeting in Paris, noting that in respect of the latter, the pace of OECD meetings is slow and he does not expect to make attendance a priority in future.

He advised that governance and internal policies required further work; election guidelines and other important areas are missing from the collated governance policy framework.

Discussion was held on the three groups: InternetNZ, DNCL and NZRS and noted that there are around 35 people employed in total and there is a need to work on a collective team culture. As



part of greater focus on value in our international work, an international engagement plan is to be developed by the three groups.

Jordan advised of his upcoming out-of-town commitments, which have diminished compared with the first part of the year. They are mainly as follows: 9<sup>th</sup> Internet Governance Forum in Istanbul, AUSAEL Leadership Symposium in Rotorua and APRICOT trip early in 2015. A full travel report will be presented at the October Council meeting.

**AP 15/14:** Jordan to provide a travel report at the October Council meeting.

**AP 16/14:** Report of the outcomes of the NetHui to be provided at the October Council meeting.

*Hamish left the meeting at 12.01pm*

*Council took a lunch break at 12.06pm and reconvened at 12.30pm.*

*Jay Daley, Debbie Monahan, David Farrar, and Richard Currey (via video conference) joined the meeting at 12.30pm. Council were in-committee until 12.36pm for the Council and Subsidiaries along time.*

## **7. NZRS 1<sup>st</sup> Quarter Report**

Jay gave a brief background on NZRS for the new Councillors before he gave a summary of their report.

A question was raised around the slow growth on the domain names and whether there is any expectation that this will become the norm. In response, Richard said that the slow growth was due to the new gTLDs but now that the hype on this seems to have passed, there's an opportunity to push the local nature of .nz to encourage growth in registrations.

## **8. Joint .nz 1<sup>st</sup> Quarter Report**

David spoke to the report and one of the highlights he gave from his report was around the 2<sup>nd</sup> level registrations and advised that this will be launched on 30 September.

## **9. DNCL 1<sup>st</sup> Quarter Report**

Council had no questions or comments. The report was taken as read and received.

**RN 52/14:** THAT the NZRS 1<sup>st</sup> quarter report be received.

(Cr Moskovitz/Cr MacEwan)  
**CARRIED U**

**RN 53/14:** THAT the Joint .nz 1<sup>st</sup> quarter report be received.

(Cr Wallace/Cr Furneaux)  
**CARRIED U**

**RN 54/14:** THAT the DNCL 1<sup>st</sup> quarter report be received.

(President/Cr Lee)  
**CARRIED U**

## **10. Group Financials**

The report was taken as read and received.

*Keith Davidson and Ellen Strickland joined the meeting at 12.57pm*

## **11. International Update**

After Jordan introduced Keith and Ellen to the new Councillors, he gave an overview on the joint travel report submitted to Council regarding ICANN London.

Discussion was held on the accountabilities of ICANN to the community. The process by which this discussion will occur is soon to be released. It was noted that an important focus on this review is important, with a strong community focus vital. Keith further advised that his focus over the next 18 months will be with IANA Stewardship Coordination Group (ICG).

Jamie outlined for new Councillors that InternetNZ has had great success at overseas conferences and at the AtLarge Summit. He acknowledged the good work InternetNZ has done in this arena and noted that we need to let people know this internationally and also broadcast within New Zealand.

**AP 17/14:** Simple reiteration of international work to be provided as part of the content for the new website.

*Ellen and Keith left the meeting at 1.33pm.*

## **12. Financial Flows**

Jordan spoke to his paper and advised that the purpose of the discussion is to update Council on the contents of Murray Bain's report, which forms part of the review of Financial Flows in the InternetNZ group.

Jordan advised that overall this review will help tighten up the structure across the InternetNZ group and further discussion can be had at Council's strategic retreat, if feedback indicates this is required.

**AP 18/14:** This area of business to be further discussed at the Council Strategy Day if feedback from Councillors and/or subsidiaries indicates this is required.

Jordan advised that the Risk Register will be presented at the October Council meeting, showing changes to mitigation.

**AP 19/14:** Jay to email this document to the Council.

**RN 55/14:** THAT Council receive the paper updating progress on the Financial Flows review.

**RN 56/14:** THAT Council ask subsidiary Boards to indicate via the Chief Executive their impressions of the conclusions reached by Murray Bain in his paper, and whether they would like to see a discussion of the contents at the Strategy Weekend, on or before 22 August 2014.

(President/Cr MacEwan)

**CARRIED U**

**AP 20/14:** Jordan to prepare a one-pager regarding the paper on Financial Flows prior to the Council's Strategy Retreat.

*Jay, Richard, David, and Debbie left the meeting at 1.49pm.*

### **13. Audit & Risk Committee update**

Neil gave a brief summary on the minutes from the Audit & Risk Committee's meeting. He also provided some feedback regarding the Committee's meeting with Deloitte around starting a process to improve management of fraud risk and to get some sense on how well prepared we are to manage this today. Workshops will be held with staff who've worked in the business and there will also be a forensic testing on the accounts on a regular basis.

The minutes of the Audit & Risk Committee dated 11 June 2014 were taken as read.

### **14. Chief Executive's report – continued**

Council continued their discussion of the Chief Executive's report.

A question was raised around the 'Not Started' status for some of the activities on the Internet Issues Programme report and Jordan advised that this is due to the nature of the work plan and that for the October Council meeting these reports will include completion dates.

The financial report was noted. It was agreed that for the Net Income graph on the Financial Report (page 50 of the Council papers), to have comparisons showing last year's Year-To-Date (YTD) Actual/Budget vs current year. It was also noted that graphs be shown with smaller lines for better visibility for Councillors.

**AP 21/14:** InternetNZ staff to add suggested changes to the financial report – i.e. net income graph to have comparisons showing last year's YTD actual/budget vs current year; and graphs to be shown with smaller lines for better visibility.

**RN 57/14:** THAT Council receives the Chief Executive's report.

(President/Cr Wallace)  
**CARRIED U**

**RN 58/14:** THAT Council notes the financial report ending 30 June 2014.

(President/Cr Furneaux)  
**CARRIED U**

*Council took a short break between 2pm to 2.20pm.*

### **15. Committee Terms of Reference**

#### *Grants Committee*

Council agreed to increase the members of the Committee to four members. Dave Moskovitz, Richard Wood, Brenda Wallace and Jamie Baddeley have been nominated as members of the committee.

**RN 59/14:** THAT Dave Moskovitz, Richard Wood, Brenda Wallace, and Jamie Baddeley be appointed as members of the Grants Committee.

(Cr MacEwan/Cr Furneaux)  
**CARRIED U**

#### *CEO Review Committee*

Jordan advised that this committee currently does not have any Terms of Reference and proposed that a draft ToR be produced by the October Council meeting along with the KPAs for the Chief Executive.

Council agreed that Hamish be re-appointed and Rochelle be appointed as members of the committee along with the President and Vice President.

**RN 60/14:** THAT Jamie Baddeley, Rochelle Furneaux, and the new Vice President be appointed, and Hamish MacEwan be re-appointed as members of the CE Review Committee.

(Cr James/Cr Glass)

**CARRIED U**

**RN 61/14:** THAT the Committee produce a Terms of Reference for the Committee and KPAs for the Chief Executive and send these to Council before the October Council meeting for review.

(President/Cr Wallace)

**CARRIED U**

**AP 22/14:** CEO Review Committee to produce a Terms of Reference for the Committee and KPAs for the Chief Executive by October Council meeting.

#### *Investments Committee*

Council agreed to defer appointment of members for the Investments Committee until Lance Wiggs is in attendance at the next Council meeting.

**AP 23/14:** The President to contact Lance regarding the Investments Committee and Audit & Risk Committee.

#### *Audit & Risk Committee update*

Neil advised that the Terms of Reference for the committee needs updating as it currently still includes the 'Shared Services Manager' – this role has now been disestablished and no longer exists. It was agreed that the wording 'Shared Services Manager' needs to be changed to Chief Executive.

**RN 62/14:** THAT the Neil James be appointed as Chair, and Amber Craig as member of the Audit & Risk Committee.

(President/Cr Furneaux)

**CARRIED U**

**RN 63/14:** THAT the Audit & Risk Committee's Terms of Reference wording be amended and changed from 'Shared Services Manager' to 'Chief Executive'.

(Cr James/Cr MacEwan)

**CARRIED U**

**AP 24/14:** Audit & Risk Committee's Terms of Reference wording be amended and changed from 'Shared Services Manager' to 'Chief Executive'.

*Ellen joined the meeting at 2.42pm*

## **16. Community Funding**

### *Strategic Partnerships*

Ellen spoke to her report and advised that the individual report provided by the strategic partners includes updates on each of the partners' area of focus. She also mentioned that new commitments for the current partners includes having governance meetings with InternetNZ, to have better understanding on what each party are currently working on and how it links together.

It was agreed to hold a gathering of strategic partners the afternoon prior to the next Council meeting in October.

A comment was made whether it's possible to invite previous grant recipients as well, and in response, Ellen advised that this would be something that can be considered for the next meet-up.

**AP 25/14:** InternetNZ staff to organise gathering of strategic partners the afternoon prior to the next Council meeting in October.

### *Community Funding*

Ellen gave an update on the Community Funding and advised that there are two funding rounds coming up soon – one for Community Projects and another funding round for the Conference Attendance. Proposals for the criteria, application form and process still needs to be discussed with the Grants Committee.

Council had a brief discussion on having rounds that are focused on funding projects that are more focus on Internet technology (e.g. how to drive IPv6 adoption) and whether having a funding portfolio would be an option. Jamie advised that Council should allow Jordan and Ellen to have a think about this and have them propose possible options that address these concerns at a future meeting.

**AP 26/14:** InternetNZ staff to share copies of the Strategic Partnership agreements to Council.

**RN 64/14:** THAT Council recognise and congratulate Ellen Strickland on completing her recent thesis.

(President/Cr Moskovitz)

**CARRIED U**

*Ellen left the meeting at 3.12pm.*

## **17. Appointments Panel**

**RN 65/14:** THAT Dave Moskovitz be reappointed for a three year term (ending at AGM 2017) as Council representative to the DNCL Board.

(President/Cr MacEwan)

**CARRIED**

Abstain: Cr Moskovitz

**RN 66/14:** THAT Brenda Wallace be appointed as Council representative on the NZRS Board for a one year term (ending at AGM 2015).

(President/Cr Furneaux)

**CARRIED**

Abstain: Cr Wallace

## **18. Code of Conduct**

From the June Council meeting, Brenda was asked to draft a Code of Conduct paper for Council. She advised that she did some research on this and found samples of code of conducts that might be applicable to Council and will send these information to the Council list for discussion.

**AP 27/14:** Jordan to forward details to Council regarding on how much was budgeted and the scope for Council's training.

## **19. Consent Agenda**

**RN 67/14:** THAT the minutes of the meeting held on 6 June 2014 be received and adopted as a true and correct record, and THAT the following reports be received:

- a. Ratification of minutes: 6 June 2014
- b. Outstanding action points
- c. E-votes ratification
- d. Membership update

**RN 68/14:** THAT the new members be approved.

(President/ Cr Wallace)

**CARRIED**

Abstain: Cr Lee

All outstanding action points were agreed as completed with the exception of AP67/11 – re InternetNZ considering becoming a member of the Maori Internet Society to encourage the Maori Internet Society to become a member of Internet NZ.

It was agreed that Jordan works with Hamish, Sarah and Amber on ways to improve InternetNZ's Maori engagement, and the engagement of Maori in the local internet community in collaboration with the Maori Internet organisations and participants.

**AP 28/14:** Jordan to work with Sarah, Amber and Hamish around engaging with Maori who are part of the wider Internet community.

## **20. Other Business**

### *Membership Engagement Committee*

Jordan proposed to Council that a Membership Engagement Committee be formed to look at the role of members in InternetNZ and find ways how members can be more involved in the work of InternetNZ.

Council agreed to this proposal and have suggested having Amber Craig, Hayden Glass and the Vice President as members of the Committee. Jordan volunteered to be a member of the committee too and advised that Maria Reyes be included as well. Terms of Reference to be prepared and an outline of work intended for this committee.

**RN 69/14:** THAT Hayden Glass, Amber Craig, Jordan Carter, Maria Reyes and the Vice President be appointed as members of the Membership Engagement Committee; and that the Committee's first action is develop a Terms of Reference for the committee.

(President/Cr MacEwan)

**CARRIED U**

**AP 29/14:** Membership Engagement Committee to develop a Terms of Reference for the committee.

#### *Voting and Election Group*

Jamie advised that an Election Working Group should be formed to review the election process & voting system. Council agreed to ask Colin Jackson to convene this group and prepare a Terms of Reference.

**AP 30/14:** Election Working Group to prepare a Terms of Reference for the group.

#### **21. Meeting Feedback**

Council did a round table and gave some feedback on how the meeting went and overall, they thought it was a good meeting and discussions around the issues and topics raised went really well.

Some of the comments from Council were as follows:

- New Councillors felt welcome. They thought that their first meeting went well and are now looking forward to the upcoming Strategy Retreat.
- Commended how the new President chaired the meeting and appreciated him calling all members of Council prior to the meeting.
- It was sad for some not to see some of the familiar faces in Council but happy to welcome the new Councillors, and glad to see them already engaged in the discussion.
- Impressed how the new Council have blended together.

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**Next Meeting:** The next scheduled Council meeting is 3 October 2014 at InternetNZ Wellington office. Note that the start time will be 0900.

**Meeting Closed:** The meeting closed at 3.50pm

**Signed as a true and correct record:**

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**Jamie Baddeley**  
**President, CHAIR**

2014 Action Point Register

	Action	Who	Status	Due by	Comment
FEBRUARY					
AP 01/14	Chief Executive to prepare letters for NZRS and DNCL setting out the Council's framework for business development, with the letters to be prepared in conjunction with the subsidiaries and interested Councillors.	InternetNZ CE	Complete	April Council meeting	
AP 02/14	Jay and Debbie to conduct an induction for Rochelle for NZRS and DNCL respectively.	NZRS DNCL	Complete	April Council meeting	Rochelle met with Debbie and Jay on 11 March
AP 03/14	The President to approach Ron Hamilton re Appointments Panel.	President	Complete	April Council meeting	
AP 04/14	InternetNZ staff to check whether there are any tax obligations that could incurred by this and whether we need to seek lawyers advise.	InternetNZ Staff	Complete	April Council meeting	
AP 05/14	Ellen and Jordan to have discussion with Dave Moskovitz re CCANZ partnership report.	Jordan Ellen	Complete	April Council meeting	
AP 06/14	InternetNZ staff to do a follow-up on why members have not renewed their membership especially the organisational memberships.	InternetNZ Staff	On-going	April Council meeting	
APRIL					
AP 07/14	Jordan to circulate the draft of the Business Development policy to Council for adoption.	Jordan	Complete	June Council meeting	Included in the Business Development - paper for June Council meeting
AP 08/14	Chief Executive to provide an initial report on InternetNZ Group financial flows at the June Council meeting.	Jordan	Complete	June Council meeting	
AP 09/14	The group CEs to draft a paper regarding the executive remuneration reporting at the June Council meeting.	INZ & Subsidiaries Ces	Complete	June Council meeting	
AP 10/14	InternetNZ Staff to highlight any changes to matters disclosed in the register of interests that are included in the Council papers.	INZ staff (Maria)	On-going	June Council meeting	
JUNE					
AP 11/14	InternetNZ Staff to include the spreadsheet version of the financial report for the next Council meeting.	INZ Staff (Mary)	Complete	August Council meeting	
AP 12/14	Council to discuss the code of conduct for Councillors at the next meeting. <i>(To be added on to the agenda for next Council meeting)</i>	Council	Complete	August Council meeting	
AP 13/14	Brenda Wallace to send an email to Council re suggestions for the draft Councillor's code of conduct and seek other contribution from the group.	Cr Wallace	In progress	August Council meeting	
AUGUST					
AP 14/14	Completed Business Plan to be shared with Councillors.	Jordan	Complete		
AP 15/14	Jordan to provide a travel report at the October Council meeting. <i>(re: travel to 9th IGF, AUSAE Leadership Symposium, etc)</i>	Jordan	Complete		
AP 16/14	Report of the outcomes of the NetHui to be provided at the October Council meeting.	Kyrstal	Complete		
AP 17/14	Simple reiteration of international work to be provided as part of the content for the new website.	David	In progress		Site launching in October
AP 18/14	This area of business <i>(i.e. Financial Flows)</i> to be further discussed at the Council Strategy Day if feedback from Councillors and/or subsidiaries indicates this is required.	Council/Jordan	Complete		On Council agenda for October
AP 19/14	Jay to email Risk Register to the Council.	Jay (NZRS)	Complete		
AP 20/14	Jordan to prepare a one-pager regarding the paper on Financial Flows prior to the Council's Strategy Retreat.	Jordan	Complete		
AP 21/14	InternetNZ staff to add suggested changes to the financial report – i.e. net income graph to have comparisons showing last year's YTD actual/budget vs current year; and graphs to be shown with smaller lines for better visibility.	Mary	Complete		Feedback sought in October
AP 22/14	CEO Review Committee to produce a Terms of Reference for the Committee and KPAs for the Chief Executive by October Council meeting.	President, Vice Pres. Cr MacEwan, Cr Furneaux	Complete		
AP 23/14	The President to contact Lance regarding the Investments Committee and Audit & Risk Committee.	President	Complete		
AP 24/14	Audit & Risk Committee's Terms of Reference wording be amended and changed from 'Shared Services Manager' to 'Chief Executive'.	Maria	Complete		
AP 25/14	InternetNZ staff to organise gathering of strategic partners the afternoon prior to the next Council meeting in October.	Ellen/InternetNZ staff	Complete		
AP 26/14	InternetNZ staff to share copies of the Strategic Partnership agreements to Council.	Maria/Ellen			
AP 27/14	Jordan to forward details to Council regarding on how much was budgeted and the scope for Council's training.	Jordan/Mary	Complete		
AP 28/14	Jordan to work with Sarah, Amber and Hamish around engaging with Maori who are part of the wider Internet community.	Jordan	Complete		
AP 29/14	Membership Engagement Committee to develop a Terms of Reference for the committee.	Cr Glass, Cr Craig, Vice Pres, Jordan, Maria	Complete		
AP 30/14	Election Working Group to prepare a Terms of Reference for the group.	Colin Jackson, Jordan	Complete		



# Evotes Ratification

## E-votes Ratification

**Author:** Maria Reyes

There have been three e-votes conducted since the last Council Meeting:

<b>Evote:</b>		<b>For:</b>	<b>Against:</b>	<b>Abstain:</b>
22082014 & 25082014	THAT Lucy Elwood be appointed to the board of Domain Name Commission for a two year term expiring at the company's 2016 Annual Meeting.	Hamish MacEwan Amber Craig Richard Wood Jamie Baddeley Rochelle Furneaux Brenda Wallace Neil James Joy Liddicoat Sarah Lee Hayden Glass		Dave Moskovitz Lance Wiggs
22082014	THAT Joy Liddicoat, Richard Wood and Hamish MacEwan be included as signatories for authorising bank transactions; and remove Frank Marsh, Donald Clark and Michael Wallmannsberger from the list.	Dave Moskovitz Sarah Lee Amber Craig Jamie Baddeley Neil James Lance Wiggs Hayden Glass Brenda Wallace		Richard Wood Joy Liddicoat Hamish MacEwan
16092014	(1) THAT the following criteria and weightings for the Community Projects funding round be adopted: a) Extent to which the project is aligned with InternetNZ and/or the Internet community goals and objectives <b>(10%)</b> i. How well does the project provide match InternetNZ objectives and the objectives of the round. ii. Has the applicant been involved with the community. iii. Identify if there are other funding sought from/provided by other organisations. b) Potential value of the project <b>(40%)</b> i. Give an indication of the number of people and/or	Dave Moskovitz Amber Craig Hayden Glass Joy Liddicoat Jamie Baddeley Rochelle Furneaux Richard Wood Hamish MacEwan Sara Lee Neil James		

	<p>communities likely to be directly affected.</p> <ul style="list-style-type: none"> <li>ii. Identify the benefits to communities, disadvantaged groups or segments of the population that are likely to see benefit from your project.</li> <li>iii. Identify how and to what extent this is addressing a real need that has been clearly identified.</li> <li>iv. identify project's ongoing commitment, long term viability as well as good community outcome.</li> <li>v. Identify whether the project competes with other existing projects.</li> </ul> <p>c) Extent to which this is an innovative idea <b>(30%)</b></p> <ul style="list-style-type: none"> <li>i. Has it been tried before.</li> <li>ii. Identify what makes the proposal "different".</li> </ul> <p>d) Likelihood of the success of the project <b>(20%)</b></p> <ul style="list-style-type: none"> <li>i. Identify evidence of the commitment of others – particularly those in the affected groups or communities the proposal is targeting.</li> <li>ii. Be clear that you have thought through how this idea will be implemented.</li> <li>iii. State whether or not there is real financial or in-kind backing from others and how committed that is.</li> <li>iv. Where possible whether the people applying have a successful track record of implementing projects of this kind.</li> <li>v. State what qualifications the applicants have that is relevant to the requirements of the project.</li> </ul> <p>(2) THAT the following criteria for the Conference Attendance funding rounds be adopted:</p> <ul style="list-style-type: none"> <li>a) The conference subject matter must be demonstrated to be of</li> </ul>			
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	<p>relevance to InternetNZ in terms of achieving its Objects noting that InternetNZ will from time to time establish priorities to ensure it maintains an appropriate spread of focus.</p> <p>b) The proposed attendee must have appropriate expertise in the area concerned but the opportunity will also be taken to grow and develop both the level of expertise and the number of people with that expertise in NZ.</p> <p>c) The benefit that will result from your attendance at this conference is clearly outlined in ways such as for example reporting to InternetNZ, conference speaking, enhancing of research, publication of articles etc. Given that demand for funds generally exceeds their availability the greater level of specificity as to the benefit of your attendance at the conference that can be provided the greater the chance of success – for example simply saying your attendance will help develop and maintain relationships internationally may well not score highly relative to others.</p> <p>d) The track record of the applicant in terms of delivering wider benefit from any past conference attendance supported by InternetNZ delivering benefit as outlined above.</p> <p>(3) THAT the following criteria for the On-Demand Grants under \$5,000 be adopted:</p> <p>a) Type of project, research, or conference attendance that you are applying for.</p> <p>b) Factors related to the</p>			
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	<p>proposal that requires consideration for an on-demand grant (i.e. issues with timing or focus of planned funding rounds).</p> <p>c) For conference attendance – see criteria for Conference Attendance funding round.</p> <p>d) For projects/research – see criteria for the Community Projects / Internet Research funding rounds.</p>			
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**Recommendation:** THAT the e-votes be ratified.

# Membership update

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**INTERNETNZ MEMBERSHIP REPORT**

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**Status:** Final  
**Author:** Maria Reyes

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**2013-14**

	<b>October 2014</b>	<b>August 2014</b>	<b>June 2014</b>	<b>April 2014</b>
Fellows:	23	23	24	24
Individual:	262	256	302	290
Professional Individual:	70	68	81	83
Small Organisation:	27	26	31	30
Large Organisation:	8	7	7	6
<b>Total Membership:</b>	<b>390</b>	<b>380</b>	<b>445</b>	<b>433</b>

**2012-13**

	<b>October 2013</b>	<b>August 2013</b>	<b>June 2013</b>	<b>May 2013</b>
Fellows:	24	24	N/A	23
Individual:	252	239	N/A	257
Professional Individual:	76	72	N/A	80
Small Organisation:	23	22	N/A	25
Large Organisation:	5	5	N/A	8
<b>Total Membership:</b>	<b>380</b>	<b>362</b>	<b>N/A</b>	<b>393</b>

**Recommendation:** THAT the new members be approved.

**Other business**



## Schedule of Meetings for 2015

**Author:** Jordan Carter

**Purpose of paper:** To agree the schedule of important meetings in 2015.

The table below sets out proposed dates for key internal meetings (Council, members, NetHui) for 2015 (insofar as these can be known at the present time). These dates have been thoroughly circulated for feedback around the Group and should not be changed without significant reason.

### Schedule of Meetings for 2015

Month	Date	Internal	External
<b>2015</b>			
Jan	Mon 26-Fri 30		NZNOG (Rotorua)
Feb	Monday 2 <sup>nd</sup> Sun 8-Thu 12 Mon 24-	Council - meeting (WLG)	ICANN 52 (Morocco) APRICOT (Japan)
Mar	-Fri 6 Wed 18- Fri 27	Window for Members Engagement	APRICOT
Apr	Fri 10 <sup>th</sup>	Council - meeting (WLG)	
May			
Jun	Fri 5 <sup>th</sup> Sun 21-Thu 25	Council - meeting (WLG)	ICANN 53 (Latin America tbc)
Jul	Wed 8- Fri 10 Thursday 30 <sup>th</sup>	NetHui 2014 2015 AGM	
Aug	Fri 7 <sup>th</sup>	Council - meeting (WLG)	
Sep	16-25 Sept	Window for Member Engagement	
Oct	Thursday 9 <sup>th</sup> Friday 10 <sup>th</sup> Sun 18-Thu 22	Strategy Day (TBC) Council - meeting (WLG)	Internet Governance Forum ( <b>DATE UNKNOWN</b> ) ICANN 54 (Ireland)
Nov	Sunday 15 <sup>th</sup>	20 year anniversary of INZ	
Dec	Fri 11 <sup>h</sup>	Council - meeting + Xmas (WLG)	

Currently unknown is the date of the ANZIAs which we will host in Auckland.

### Recommendation

THAT Council adopt the Schedule of Meetings for 2015, noting that the date of the October 2015 Council meeting may need to change when the date of the IGF is confirmed.

Jordan Carter  
**Chief Executive**

25 September 2014

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## COUNCIL MINUTE TERMINOLOGY

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<b>Agree</b>	“That Council agree...” this is usually followed with a specific decision, policy position or course of action.
<b>Adopt</b>	“That the report be adopted.” When Council adopts a report or paper, it is accepting that the contents of the document, including any recommendations, are agreed with and become the InternetNZ position and action plan.
<b>Amend</b>	“That Council amend .....” This term is for a resolution that seeks to amend a proposed resolution, and should set out clearly what is to be deleted and what is to be added.
<b>Receive</b>	“That Council receive...” This is a neutral term which captures for the record that a report, document, proposal etc has been noted by the Council. It does not imply that any recommendations in the proposal are to be acted on: that would require “adoption” as well.

Glossary of Terminology	
<b>2020</b>	2020 Communications Trust
<b>2TLD</b>	Second Level Domain
<b>3TLD</b>	Third Level Domain
<b>ACCC</b>	Australian Competition & Consumer Commission
<b>ACTA</b>	Anti-Counterfeiting Trade Agreement
<b>ADA</b>	Australian Digital Alliance
<b>ANZIAAs</b>	Australia New Zealand Internet Awards
<b>APEC</b>	Asia-Pacific Economic Cooperation
<b>APNIC</b>	Asia Pacific Network Information Center ( <i>RIR for the Asia Pacific region</i> )
<b>APRICOT</b>	Asia Pacific Regional Internet Conference on Operational Technologies
<b>APTLD</b>	Asia Pacific Top Level Domains Associations ( <i>organisation for ccTLD registries in Asia Pacific region</i> )
<b>auDA</b>	.au Domain Administration Ltd ( <i>Australian equivalent of DNCL</i> )
<b>BCOP</b>	Best Current Operational Practices
<b>BIM</b>	Brief to Incoming Minister
<b>ccNSO</b>	Country Code Names Supporting Organisations
<b>ccTLD</b>	Country Code Top Level Domain ( <i>such as .nz for New Zealand, .uk for United Kingdom</i> )
<b>CDMA</b>	Code Division Multiple Access ( <i>server</i> ) ( <i>a means to transmit bits of information</i> )
<b>CFH</b>	Crown Fibre Holdings
<b>CIRA</b>	Canadian Internet Registry Authority ( <i>operators of the .ca ccTLD</i> )
<b>DHB</b>	District Health Boards
<b>DIDO</b>	Distributed-Input Distributed-Output ( <i>wireless protocol system</i> )
<b>DNCL</b>	Domain Name Commission Limited
<b>DNS</b>	Domain Name System
<b>DNSSEC</b>	DNS Security ( <i>adds security to the Domain Name System</i> )
<b>DSLAM</b>	Digital Subscriber Line Access Multiplier
<b>DRS</b>	Dispute Resolution Service
<b>FTTH</b>	Fibre To The Home
<b>GAC</b>	Government Advisory Committee
<b>GCSN</b>	Greater Christchurch Schools Network Trust
<b>GNSO</b>	Generic Name Supporting Organisation ( <i>makes recommendations re gTLD to ICANN</i> )
<b>gTLD</b>	Generic Top Level Domain ( <i>such as .com / .edu</i> )
<b>HDC</b>	Harmful Digital Communications

Glossary of Terminology	
<b>IANA</b>	Internet Assigned Numbers Authority
<b>ICANN</b>	Internet Corporation for Assigned Names and Numbers
<b>ICT</b>	Information and Communications Technologies
<b>IGF</b>	Internet Governance Forum
<b>ISOC</b>	Internet Society
<b>ISPANZ</b>	Internet Service Provider Association of New Zealand
<b>ITAC</b>	Internet Technical Advisory Committee
<b>ITU</b>	International Telecommunications Union
<b>ITR</b>	International Telecommunications Regulations
<b>LFC</b>	Local Fibre Company
<b>MAG</b>	Multistakeholder Advisory Group
<b>MBIE</b>	Ministry of Business, Innovation and Employment
<b>MTR</b>	Mobile Termination Rates
<b>NCSG</b>	Non-Commercial Stakeholders Group ( <i>committee under ICANN's GNSO</i> )
<b>NTIA</b>	U.S. Commerce Department's National Telecommunications and Information Administration
<b>NZITF</b>	New Zealand Internet Task Force
<b>NZNOG</b>	New Zealand Network Operators Group
<b>OECD</b>	Organisation for Economic Co-operation and Development
<b>OFDM</b>	Optical Frequency Division Multiplexing
<b>PAG</b>	Policy Advisory Group
<b>PIP</b>	Pacific Internet Partners ( <i>group revived by Keith to help IGF</i> )
<b>RBI</b>	Rural Broadband Initiative
<b>RIR</b>	Regional Internet Registry
<b>STD</b>	Standard Terms Determination
<b>TCF</b>	Telecommunications Carriers' Forum
<b>TLD</b>	Top Level Domain
<b>TPP</b>	Trans-Pacific Partnership
<b>TPPA</b>	Trans-Pacific Partnership Agreement
<b>TSO</b>	Telecommunications Services Obligation
<b>UBA</b>	Unbundled Bitstream Access
<b>UCLL</b>	Unbundled Copper Local Loop
<b>UFB</b>	Ultra Fast Broadband
<b>WSA</b>	Wholesale Services Agreement
<b>W3C</b>	World Wide Web Consortium