internetnz

AGENDA
Council Meeting: **Friday 10 May 2024, 9:00am - 1:00pm**
Venue: **InternetNZ, Level 13, 18 Willis Street, Wellington.**
Google Meet: meet.google.com/zat-qfka-qmu

Or dial: (NZ) +64 9 886 4031 PIN: 865 471 388#

NOTE: all timings are estimates, the meeting will run according to the needs of the meeting as it progresses.

Section 1 – Meeting Preliminaries

8:45am	0.0	Arrival and coffee
9:00am	1.1	Council only (in committee)
9:20am	1.2	Council and Tumu Whakarae (CE) alone time (in committee)
9:30am	**-**	**Short Break**
9:45am	1.3	Karakia, apologies, interests register
		Whakawhanaungatanga
9:55am	1.4	Agenda review, Actions Register

Section 2 – Chief Executive's Report

10:00am	2.1	Chief Executive's Report

Section 3 – Strategic Priorities Discussion

10:15am	3.1	2024 Elections & AGM ● Council Candidate Pack
10:30am	3.2	Community Funding & Hapori Māori Funding ● Report to DPMC (confidential)
10:40am	3.3	DNSSEC progress update
10:50am	3.4	Domain Name Commissioner (Barbara Pearse)

Section 4 – Matters for Decision

11:00am	4.1	Confidential Document Disclosure Document
11:10am	4.2	CE Delegation Policy
11:20am	4.3	Treasury and Investment Policy Review
11:30am	**-**	**Short Break (15 mins)**

Section 5 – Matters for Discussion

11:45am	5.1	President's Report
11:50am	5.2	InternetNZ Quarterly Reporting • 2023-2024 Q4 Quarterly Report
12:00pm	5.3	Product Standing Report (confidential)
12:10pm	5.4	Report Back from Committees: 5.4.1 Audit and Risk Committee (Chair, Cr Rahman) 5.4.2 Governance Committee (Chair, Cr Hulse) 5.4.3 Komiti Whakauru Māori (Chair, Cr Biasiny-Tule) 5.4.4 .nz Advisory Committee (Chair, Cr Roy)
12:20pm	5.5	DNCL Quarterly Report
12:25pm	5.6	Enterprise Risk Management Update (Confidential)

Section 6 – Consent Agenda

12:30pm	6.1	Health, Safety and Wellbeing Update
12:35pm	6.2	Minutes of the meeting of 22 March 2024
12:40pm	6.3	E-vote Ratification • EVOTE 20032024 - Reappointment of Appointed Councillors for InternetNZ • EVOTE 23042024 - Audit Letter of Engagement | Required Enquiries (TCWG)
12:45pm	6.4	Quarterly and Operational Reports 6.4.1 Group Financial Report 6.4.2 Membership Update

Section 7 – Other Matters

12:55pm	7.1	CONTINGENCY (for any overflow)
	7.2	Matters for communication – key messages
	7.3	General business
	7.4	Meeting review
1:00pm	7.5	Meeting close (karakia or waiata)
1:15pm	**-**	**Lunch (Optional)**

REGISTER OF INTERESTS
Item 1.3
May 2024
FOR INFORMATION

Council Register of Interest

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:

President - $38,500
Vice President - $24,062
Councillor - $19,250*
Sub-Committee Chairs also receives additional 10% of their honoraria

Name: Joy Liddicoat
Position: President, InternetNZ
Term: AGM 2021 - AGM 2024
Declaration Date: 11 August 2023
Interests:
- Secretary of the Peter Rule Foundation
- Holder of .nz domain name registrations
- Member of the Non Commercial Users Constituency of ICANN
- Founding Director and Shareholder of Oceania Women's Satellite Network (OWNSAT) PTE Limited. OWNSAT is a shareholder in Kacific Broadband Satellite
- Affiliate of the Centre for Law and Policy in Emerging Technologies, Faculty of Law, University of Otago.
- Member of the Association for Progressive Communications

Name: Brenda Wallace
Position: Vice President
Term: AGM 2022 - AGM 2024
Declaration Date: 10 February 2023
Interests:
- Employee of Artella/AnimationMentor/YellowBrick.co
- Trustee Strathmore Park Community Trust
- .nz Domain name registrant
- Various small shareholdings via Sharesies

Name: Richard Hulse

Position: Councillor, InternetNZ

Term: AGM 2021 – AGM 2024

Declaration Date: 2 December 2022

Interests:

- Holder of .nz domain name registrations
- Receives additional honoraria for being Chair of the InternetNZ Governance Committee.

Name: Kate Pearce

Position: Councillor, InternetNZ

Term: AGM 2023 - AGM 2026

Declaration Date: 11 August 2023

Interests:

- Employee of TradeMe
- Member of the New Zealand Labour Party
- Holder of .nz, .com, .org, .net domain registrations
- Member of NZ Internet Task Force

Name: Potaua Biasiny-Tule

Position: Councillor, InternetNZ

Term: AGM 2023 - AGM 2026

Declaration Date: 10 February 2023

Interests:

- Founder / Director of Digital Basecamp
- Trustee of Digital Natives Academy
- Co-Founder 4CompanyB (4CB) Digital Animation Studios Limited
- Board Member for Te Tatau o Te Arawa (partnership with Rotorua Lakes Council).
- Trustee of Te Takinga Marae Komiti
- Kaitiaki for numerous .co.nz and .iwi.nz whanau domains
- Receives additional honoraria for being Chair of the InternetNZ Te Komiti Whakauru Māori (Māori Engagement Committee).
- Te Papa Mati Hiko

Name: Jeff Montgomery

Position: Councillor, InternetNZ

Term: AGM 2022 – AGM 2025

Declaration Date: 31 March 2023

Interests:

- Holder 14 .nz domain names
- Past Employee of Service Delivery and Operations, Department of Internal Affairs
- Employee of the Pacific Community in a Ministry of Foreign Affairs and Trade funded role
- Statutory Officer - Registrar General of Births, Deaths and Marriages.
- Chair, Pacific Civil Registrars Network
- Owner and Director City Bed and Breakfast Ltd.
- Member of Netsafe
- Member of TohaToha

Name: Anthony Bow

Position: Councillor, InternetNZ

Term: AGM 2022 – AGM 2024

Declaration Date: 2 December 2022

Interests:

- Holder of .nz and .com domain names
- Director of Whai Rawa Fund Ltd
- Independent chair of Maungaharuru-Tangitū Ltd
- Deputy Chair and Board Member of the Medical Radiation Technologists Board.
- Chair and Director of Medical Sciences Secretariat Ltd
- Director and Shareholder of Waimana Capital Ltd
- Shareholder in private companies; Big Splash Ltd and Talent Propeller Ltd
- Member of the New Zealand Blood and Organ Service Board

Name: Whetū Fala

Position: Councillor, InternetNZ

Term: AGM 2022 – AGM 2024

Declaration Date: 10 February 2023

Interests:

- Board Member, Māori TV
- Board Member, Creative NZ
- Board Member, Te Paepae Ataata Aōtearoa NZ Film Heritage Trust
- Chair, Whanganui District Creative Communities Assessment Panel
- Founding Member, Ngā Aho Whakaari Māori Screen Aōtearoa
- Founding Member, Wellington Women in Film & TV
- Founding Member, Taki Rua Theatre Wellington
- Pou Arahi Tikanga, Playmarket Inc Wellington
- Company Director, Fala Media Taki Rua Film'
- Shareholder Parininihi ki Waitotara Inc
- Morikau Nui Inc
- Atihau, Whanganui
- Wharanga Hakopa Kiwa Whanau Trust

Name: Alpana Roy

Position: Councillor, InternetNZ

Term: AGM 2022 – AGM 2025

Declaration Date: 2 December 2022

Interests:

- Employee of the University of Waikato.
- Member of the NSW Law Society.
- Member of InternetNZ.
- Admitted to practice law in NSW, and is on the Roll of Legal Practitioners for the High Court of Australia.
- Member of the Intellectual Property Society of Australia and New Zealand (IPSANZ).
- Member of the International Trademark Association (INTA).
- Member of the Copyright Society of Australia (CSA).
- Member of the Internet Society of Australia.
- Member of .au Domain Administration Ltd (auDA).
- Executive Member of the Asian Pacific Copyright Association.
- Committee Member of the Indigenous Knowledge Forum.
- Receives additional honoraria for being Chair of the InternetNZ .nz Policy Committee

Name: Anjum Rahman

Position: Councillor, InternetNZ

Term: AGM 2022 – AGM 2025

Declaration Date: 2 December 2022

Interests:

- Co-Lead, Inclusive Aotearoa Collective Tāhono
- Contractor to Shama, Ethnic Women's Trust
- Co-Chair, Christchurch Call Advisory Network
- Trustee, Trust Waikato (Waikato Community Trust)
- Vice Chair, Independent Advisory Committee of the Global Internet Forum to Counter Terrorism.
- Holds a .nz domain name.
- Receives additional honoraria for being Chair of InternetNZ Audit, Finance and Investment Committee.

Name: Stephen Judd

Position: Councillor, InternetNZ

Term: AGM 2023 – AGM 2026

Declaration Date: 11 August 2023

Interests:

- Trustee of the Fight Against Conspiracy Theories Aotearoa Trust
- Holds a .nz domain name

The register was last updated on 6 December 2024.

Council Actions Register 2024

As at May 2024			
Action No#	**Action**	**Owner**	**Status**
AP25/23	Explore options for displaying changes to the risk register so that Council can see point-in-time snapshots or, potentially, changes over time in addition to the current most up-to-date version.	Catherine Fenwick	First Stage completed Feb 2024. Further development to come by August 2024
AP29/23	CE to develop a framework showing what is INZ focus for internet governance and what is not, including a guide for making decisions about the large grey area.	Vivien Maidaborn	August Council Meeting
AP03/24	CE to bring a decision to the March Council meeting for the re-appointment of Appointed Council members.	Vivien Maidaborn	Decision by evote, to be ratified at May meeting
AP04/24	President to send a letter of thanks to the Waitangi Treaty Grounds committee.	Joy Liddicoat	Complete
AP05/24	Audit & Risk Committee to propose a reserves motion for the capital fund to Council.	Cr Rahman	In progress, seeking Council input
AP06/24	CE to bring a proposal for more public facing report on progress against SRR recommendations at the May Council meeting.	Vivien Maidaborn	August Council meeting

Tumu Whakarae | CE Council Report May 2024

AUTHOR: Tumu Whakarae (CE), Vivien Maidaborn
FOR: Council
PURPOSE: CE overview of the period since the last Council meeting.
                Providing an executive summary of the papers and also noting
                key activity, strategic opportunities, risks and threats of
                interest to Council.
DATE WRITTEN: 2/05/24

Section 1 – Introduction and Context for Council Meeting May 2024

Peeling the Onion

As I complete 18 months at Ipurangi Aotearoa I am reflecting on the levels and layers of learning that go along with joining a new sector, and a new organisation. In the past few weeks there have been member conversations about our approach to software use and communications platforms, about sharing the old Registry software code according to open source principles, about 'all to all' member communication channels and multi stakeholder methods and processes. I can recognise strongly held values and philosophies in all these conversations. Our strategic priorities and approved budget will be the basis on which I make decisions about how to respond to all these opportunities for action. A key emerging thought is that if in the next 3 year period we regrow our national multi stakeholder policy processes and deliver NetHui in creative and engaging ways we will remain connected to organisational whakapapa and to current core business priorities. This focus will be essential to keep momentum on agreed strategy.

Welcoming new staff, completing Te Kāhui Tumu

It is with great delight that we welcomed Hinemaua Rikirangi and Amomai Pihama into InternetNZ at the end of April. Hinemaua's appointment completes Te Kāhui Tumu|Executive Leadership Team. Amomai Pihama joins us as our Communications Manager. As part of Te Puni Whiria.

Membership Engagement Plan

Members are a key priority in both the Incorporated Society and the ICANN, and IGF internet governance context. We have been in a rebuilding process over the last 18 months with progress in member engagements and member involvement in strategic goals, policy and constitutional review work. We have also finally and after several years delay settled on a platform to move our member communications and engagements onto.

Engagement opportunities provided to members over the last two months for example are significant.

- Asked members to have their say on NetHui by filling in our google form (which around 20 people have).
- Invited all members to join/express their interest in the co-design group for the constitutional review project if they were interested.
- Invited members to participate on the The Global Digital Compact - in this case we asked members to email if they were interested so we could gauge how many were in this group and create a space that best suited those who indicated they were keen.
- Asked members to provide feedback to help us shape our submission on the Privacy Commissions biometrics consultation.
- Sent out the APNIC call for presentations.
- Three workshops for members on the objects of InternetNZ.
- Quarterly CE and members hui.

We are being intentional with each engagement, considering the best way to increase engagement from members and to strengthen our use of the multistakeholder processes.

We have developed a [Membership Engagement Plan](#) that is currently with Fellows for feedback before sharing more widely with members.There is no doubt INZ is not yet back to a place where there is full and frank membership engagement in our work. I expect we have another two years rebuilding before we have a humming platform, membership engagement and multi stakeholder processes are as good as they could be. The Membership Engagement Plan seeks to develop an agreed pathway with members .

Constitutional Review

I was pleased to send out the Constitutional Review update to Council last week. Here I just wanted to reiterate that the first joint meeting of the Co Design group is scheduled for the 28th of May. The agenda is still in development, but papers will be circulated the week before the hui sharing information already collected on:-

- Other ccTLD constitution structures and clauses.
- Analysis of community meetings held and themes emerging.
- Input on Objects from Council, staff and member meetings held so far.
- Draft technical clauses required by law in the constitutional update.

Next week there are three days, and times, workshops with members are being offered to consider the Objects.

Supporting Council

There has been a concerted effort over the last 6 months to improve content, focus on substantive issues and also presentation of Council Papers. We have;

- added alignment tables at the beginning of Papers to reflect connection to our strategy, Te Tiriti, and relevant policies.
- added a CE report to provide context and overview.
- designed a table for a confidential document that identifies the reason the document is marked confidential, the timing and who the confidentiality applies to.
- We are working with Joy right now to understand and apply more of her vision for good governance.

During this work I have read (with other Te Kāhui Members) The Governance Charter and Policies document December 2021. A further improvement to Te Kāhui support to Council would be to workshop this core document with the incoming Council. Having a strong shared understanding of the charter and policies will stand us in good stead to support incoming Council members and keep roles and responsibilities clear.

Strategic priorities

Community Funding and Hāpori Māori Funding

The work over this year has been to review our funding approach in order to meet the strategic objectives to center Te Tiriti. Our funding streams now align with three overall approaches – Rangapū | Partnership, Pūtea Tautoko | Grants and a new stream that is broadly described as Powering Communities.

This paper presents information on the approaches and also how these align with our strategy's Rei Kura:

1. We are a Te Tiriti o Waitangi-centric organisation
2. An internet that benefits (ITB)
3. An internet for everyone (I4E)

DNSSEC

The update provided at this Council meeting introduces additional work that has been done to bring the replacement HSM on board to improve DNSSEC rollover processes and also new emerging opportunities for improved visibility and analysis of the key rollover process.

The combination of the HSM replacement project and awaiting timing on the new software opportunity has delayed the production phase of the DNSSEC key rollover till the end of May. We remain in the 'Transition Phase' with a risk assessment of

Possible Major. The key decision on timing for moving to the production phase is determined by our commitment to zero tolerance for risk. The delay from March to May represents improved testing, identified issues and fixes, and better visibility and analysis of the actual key rollover process.

Domain Name Commission

The Domain Name Commission is firing on all cylinders right now. Wi Pere Mita has completed his second Board meeting. Our new Commissioner has completed her first year, and the strategic focus and clarity for 2024/25 is in place. This means work priorities are clear and the Commissioner has started the financial year with significant steps forward. We have a signed contract with an organisation who will moderate   .iwi.nz. We have a signed agreement with DRS for our Dispute Resolution services and focus on customer service and responsiveness is seeing measurable results. In discussion with the President we identified updates on DNC as a gap in my reporting to Council and there will be a DNC update at each Council meeting from now. At the May Council meeting the Commissioner will be present to explore achievements from 2023/24 and focus for 2024/25. The Quarterly DNC report from me as Chair to Joy as President is also available.

Matters for decision

Matters for decisions in this meeting center on the policy update and renewal programme. In this meeting three very important policies that have been considered by the appropriate Council Committee.

Confidential Document Disclosure Document
CE Delegation Policy
Treasury and Investment Policy Review

Final Thought

In receiving the final President's report from Joy I do want to acknowledge her support, education, induction and problem solving approach in working with me as the incoming CEO. Joy engages with anything I wanted to dig into, understand more or sound off about. It has been an absolute pleasure to learn the ropes from her and I stand in deep admiration of her knowledge of the Internet, Internet governance, multi stakeholder processes and specifically of InternetNZ, its story, role and most importantly its people.

internetnz

COUNCIL MEETING - May 2024

2024 Elections and AGM

ITEM:	3.1
AUTHOR:	Rose Jamieson, Tumu Te Puni Whiria
FOR:	Council
PURPOSE:	Approval of upcoming elections and AGM plan
DATE WRITTEN:	29 April 2024

	Alignment
Ipurangi Aotearoa Strategy 2022-2025	The AGM supports accountability of progress towards meeting our current strategy, our 2024/25 strategic goals, actions and measures.
Te Tiriti o Waitangi	Providing specific support for Māori members in the 2024 election process.
Policy Frame	Current Constitution

Recommendations

We recommend:

- That Council **approve** nominations for elected Council members to open on 30 May 2024 and close on 1 July 2024.

- That Council **approve** an online election for elected Council members to open on 8 July 2024 and close on 24 July 2024.

- That Council **approve** the appointment of Vivien Chandra as the Returning Officer for the 2024 InternetNZ Council Elections.

- That Council **approve** the appointment of Grant Thornton as Scrutineer for the 2024 InternetNZ Council Elections.

- That Council **approve** candidate Campaigning Guidelines.

- That Council **approve** the AGM to be held in an online format on 25 July 2024.

- That Council **note** the AGM will be taking a panel approach this year with the President, CE, Vice-President, Chairs of Committees on the panel.

Council vacancies and countback process

There are three Council vacancies to fill this year:

1. President by Joy Liddicoat (term is complete)

2. Vice President by Brenda Wallace (term is complete)

3. Councillor role vacancy by Richard Hulse (term is complete)

As we have the role of President and Vice President to fill, any of our existing Councillors may seek election into either of these two roles, and be appointed - creating a vacancy in the general elected Councillor seat.

If this occurs, the counting back process will apply. See information under [casual vacancies here](#).

Elections timeline

The following are the key election dates:

Thurs, 25 April	Voting Eligibility for new memberships closes
Thurs, 30 May	Nominations for Elected Council members open. Nominations must open at least 8 weeks before the AGM, as per the Constitution
Mon, 1 July	Nominations for Elected Council members close Nominations must close at least 21 days before the AGM, as per the Constitution
Mon, 8 July	Online Election of Elected Council Member opens
Wed, 24 July	Online Election of Elected Council Member closes
Thurs, 25 July	Scrutineer to confirm election results AGM held Election results announced at the AGM by the Returning Officer Announcement of election results (by email)
Date (to be agreed)	Public announcement of new Council members and new Fellows. Announcements and statements will be published on our website and communicated via social media.

AGM event delivery

The AGM is scheduled to be held between 5-8pm, Thursday, 25 July 2024.

We looked at three options for the delivery of the Election and the Annual General Meeting. We recommend the Council approve an Online-only AGM as it is more inclusive for a nationally-based membership and enables an easier voting process.

Option	Description	Cost
Online only	- Delivery mode is similar to 2021 & 2022 - Hosted on Zoom - Panel style delivery (President, CE, Chair A+R, Chair of Te Komiti, Chair of Governance) - Members to join via Zoom - Quorum from number of members logged into Zoom - Up 10-15 people in the office depending on preference (staff plus possibly some Councillors)	$20,000
In-person	- Similar to AGMs 2019 and prior - Hosted at INZ Wellington office - Panel style delivery (President, CE, Chair A+R, Chair of Te Komiti, Chair of Governance) - Members would need to be in the office to engage in AGM and ask questions - Quorum from number of members at the Wellington office - Maximum members in office: 50 - Simple non-interactive livestream	$24,000
Hybrid delivery	- Similar to 2023 delivery, but all attendees in person would be required to participate in voting on their own personal device. - Hosted on Zoom, and members able to join from office using their own device - Members to join via Zoom and/or in office on Zoom - Quorum from number of members logged into Zoom (incl those logging in from office) - Maximum members in office: 50	$26,000

The proposed venue that we will use if an 'in person' mode of delivery will be the InternetNZ, Wellington Office.

InternetNZ is responsible for the smooth event delivery including ensuring all speakers and panel members have been provided with all relevant event content and information.

The President is responsible for chairing the AGM.

This year we propose a panel set-up for speakers - the suggested panel members are the President, CE, Vice President, Chairs of Risk & Assurance Committee, Governance Committee, and Te Komiti. The panel may need to decide if they want to be physically present in person regardless of mode of delivery.

For AGM voting:

- The Chair will declare any proxy votes in use at the beginning of voting

- If a hybrid event, voting takes place online through either Zoom polls or an app like slideo for both online and in-person participants.
- If an online event, voting takes place online through Zoom polls.
- If an in-person event, voting takes place in office with a physical show of hands.

The Returning Officer is responsible for conveying the election results following the AGM.

The AGM minutes and motions will be recorded during the AGM event.

Tech rehearsal and pre-event briefing

We will conduct a technical rehearsal with our suppliers a week before the AGM with staff. This enables enough time to adjust and ensure smooth delivery on the day of the event.

A comprehensive event plan is in development to support those who hold roles on the day. In addition, staff will compile a briefing pack for speakers with additional information to support them in their presentations.

Returning Officer role

Vivien Chandra, one of our Fellows, will take on the role of Returning Officer in 2024. We recommend that Council confirms this appointment.

External suppliers for AGM

We have three external suppliers:

- Grant Thornton - Scrutineer
- Fuzion - CiviCRM Support
- Electionz - Election management

We recommend that Council confirms the appointment of Grant Thornton as Scrutineer.

Creating a supportive environment for members, nominees, nominators, candidates and staff

Nominations process

Nominees will be kept informed to ensure they understand what will happen to their nomination and information, before they agree to the nomination and become a confirmed candidate.

Nominators will also be informed to ensure they know there are expectations for supporting nominees, and what will happen.

Staff will conduct due diligence checks to reduce media/exposure risks to the organisation for the Council election.

All members will be reminded of, and understand, the Code of Conduct expected on member communications channels, to ensure we maintain safe online spaces for all members to share and participate.

We will conduct a pre-check/call and share nominations with the Returning Officer before confirming any candidate for election. The pre-check/call would include an online public profile check on each nominee as follows:

- **Disqualified officer search** - as [outlined by DIA Charity Services](#), review New Zealand Business registers ie. Incorporated Societies, for any references to bankruptcy or otherwise
- **Social media channels search** - check Google, Facebook, X(Twitter), LinkedIn, Instagram, using the members full name and other versions known of their name (i.e. shortening of)
- **General and news online public content search** - check Google and review first 3 pages of results (on both the All and News tabs)

The Returning Officer will review the results and then call the nominee to progress to the next stage - providing a bio/statement and photo for the website.

InternetNZ will conduct an NZ online criminal record check before any candidate is confirmed as a Council member.

Campaigning Guidelines

We will encourage members to join the Slack workspace and request candidates to engage with other members on NetHub in the #members-chat channel and during meet-the-candidate sessions online.

If a candidate contacts a member personally through any other medium (ie. a DM, email, phone, other messaging system, or post) more than once, it may be deemed undesired by the receiver. Members should report this to the Returning Officer to address with the candidate directly.

Staff will host an online "meet the candidates" session. This session will be an online webinar with questions asked to the candidates either before and/or only to candidates (not visible to members). This will avoid members lobbying and allow candidates to participate more effectively than in an open debate online.

If candidates themselves wish to host a session on their online platform, information should be included in this bio information. Any session details can then be shared on the members-announce email list distributed to all members.

All candidates will receive a copy of the Candidate Pack, draft attached in Appendix 1.

Staff as members

We will provide all staff with guidance on their role as employees during the election period, to cover our duty of care to staff and respect those staff who are also members, to vote democratically. Staff will be asked to direct any questions posed by members about the election to the Chief Executive or Tumu Te Puni Whiria.

Communications Management

For reactive responses, and to ensure specific responsibilities are led by the appropriate role, we propose the following accountabilities during the election period.

InternetNZ AGM comms roles	Election process	INZ Annual Rpt/ Financials/ Performance	Governance processes/ decisions
Lead Communicator *(approves messaging & delivers response)*	Returning Officer	Chief Executive	President/VP/ Committee Chairs
Who Supports *(supports process, develops messaging for approval)*	Project Lead/ Tumu Te Puni Whiria/ Comms Mgr	TKT/Comms Mgr	CE/Pou Arahi/ Tumutaumatua/ Comms Mgr
Types of queries to manage *(dependent on specific topic)*	• Candidate issues/queries • Election process queries • Election results	• Fellows nominations queries • INZ performance queries • Agreed 24/25 Goals/actions • 24/25 or 3 yr budget questions • Business growth focus issues • .nz strategy or operations queries • Grants/funding questions • Membership queries • Media queries	• Approved Goals or Budget queries (joint with INZ) • Council decisions taken • Approved .nz strategy (joint with INZ) • Specific Committee related questions • Membership queries • Nominated person controversy

The high-level process for managing queries is expected to be:

General queries

- Queries need to be answered within 24 hours (as a maximum)
- Project Lead advises Lead Communicator and Support team of the query
- Lead Communicator and their Supports agree on the approach to be taken to a response and the likely timing of releasing the response
- If timing longer than 24 hours the person is advised when an answer can be expected
- Response is drafted by Support roles with input from others as necessary
- Response is provided to the Lead Communicator for review and approval
- Lead Communicator delivers response to the person or through agreed channel

Media queries

- Comms Manager and Project Lead advise Lead Communicator and Support of the media query including any other relevant information (ie, additional context, media/political environment scan, previous member commentary etc)
- Lead Communicator and Support agree whether to respond, the approach to any response (generally a written statement), spokesperson, and timing
- Comms Manager will engage with media outlet to refine query and deadlines being worked to
- If a media response is agreed upon, the Comms Manager will lead the response approach and drafting directly with the Lead Communicator. Support is provided by other roles as necessary.
- The Lead Communicator approves the response, and the Comms Manager provides to journalist/media outlet and manages any follow-ups.

All reactive comms drafted for members will be kept in the existing members-messages comms tracker (held in Te Puni Whiria).

Council
Candidate Pack

Version at April 2024

Introduction

This pack provides helpful information and links to help potential InternetNZ Council candidates prepare for our upcoming Council elections.

For further questions/patai, please email: membership@internetnz.net.nz

Outline of role

The Council is the governing body for InternetNZ. Made up of nine members elected by our membership and up to two appointed members. Council guide our strategic direction and govern the organisation. InternetNZ staff carry out operational work as directed by the Chief Executive, but it's the Council members that are the governors of InternetNZ.

Examples of what Council members do:
- establish and monitor InternetNZ's strategy;
- set and review the budget and business plan;
- appoint and hold the Tumu Whakarae | Chief Executive to account and guide their performance;
- act as stewards of our ownership interests in the Domain Name Commission (DNC).

Council members are entitled to an honorarium for their positions, and meeting and travel expenses are paid for by InternetNZ where required.

Who should consider being nominated?

Members that have skills, diversity and the time to support our kaupapa should consider standing.

Time commitments

Candidates should ensure they have adequate time to commit to the role for the full length of their term. Council members are expected to commit on average two days every month to our mahi. This includes at a minimum six half-day Council meetings each year, where the strategy development and business

planning will be discussed.

In addition to the ordinary Council meetings, there may be additional meetings of Council as required; Council committee meetings; and other special engagements as determined by Councillors.

Meetings are held at the InternetNZ office in Wellington, online or in other locations as required. InternetNZ meet travel and accommodation costs for Council meetings where required.

Council members are also encouraged to attend and participate in InternetNZ events during the year. They are also invited to join and participate on member channels like the members-discuss email list, and on our community space, NetHub.

For more info on the roles of the Officers (President and Vice President) refer to our constitution and bylaws.

Eligibility to nominate or be nominated

The eligibility period to participate in the upcoming election closes on 31 March each year. New members that join before 31 March are eligible to stand for Council or vote in that year's election. However, there is a grace period for current members, who are eligible to stand for Council and vote in the election if they renew by 30 June of that year.

How do I nominate another member for a Council role?

Eligible members are able to nominate another eligible member using this form: Candidate Nomination form.

When a form is received, it will be automatically acknowledged, and the member nominated will be contacted by the Returning Officer by email and phone to:

- confirm if they want to accept the nomination
- answer any questions the nominee may have
- advise them to prepare their bio and photo, which will be published on the InternetNZ website.

What happens if I am nominated?

If you are nominated by another member, the Returning Officer will be the person that contacts you (the nominee). This will be done by phone and email, which will give you an opportunity to ask any questions in regards to the process.

You'll be confirmed as a candidate for the elections once your bio details and photo are received and acknowledged by the Returning Officer through the Candidate Information form.

The InternetNZ website will be updated with your bio and photo within three working days after confirmation by the Returning Officer. When your details are

uploaded, you will be notified by email. There will be no changes permitted to bios after they are published on the website.

Every week leading up to the nominations closing date, confirmed candidate names will be announced to members on NetHub and through the member-announce email list.

What if you don't have someone to nominate you?

If you would like to nominate yourself for the elections, the Returning Officer can provide a 'neutral' nomination. They will call and email you to confirm this as above.

The Election

Returning Officer

The purpose of the Returning Officer role is to be responsible for implementing election and voting processes that help to achieve the best possible election outcomes, which adhere to the InternetNZ code of conduct.

The Council appoints the Returning Officer in a neutral role. They are there to encourage and motivate eligible members to put themselves forward or nominate other members for the annual elections of the InternetNZ Council.

Building and maintaining relationships with candidates is a critical part to their role, as is providing feedback to the Council on the elections process, and the staff membership team who implement the election. They will be the first point of contact for questions from candidates.

Candidates

Confirmed candidates should agree to abide by the Code of Conduct, and understand they will, if elected, undergo a Police check and other formalities suitable to their role as governor of an Incorporated Society.

Where can members discuss the election, and campaign?

Campaigning is a welcome tradition during our election period in the InternetNZ elections. Those who wish to nominate or be nominated for a Council position can use discussion, images, distribution of campaign materials, and solicitation of votes for or against any person or position. InternetNZ maintains a number of channels for members to share their views with other members, and often these channels are used to pose questions to candidates.

The incumbent President and Vice-President are committed to a respectful and inclusive election process and will continue our recent practice of intervening in the members' forums to moderate discussions as needed to deliver on this commitment. All material should adhere to the Code of Conduct, and the Returning Officer will support the moderation process with InternetNZ staff.

Campaign messages will be moderated if required by the President and Vice-President on the following channels:

1. NetHub's members-chat

This is a channel in our open online community hosted on slack. Members opt-in to this channel and staff with administration rights have the ability to moderate comments.

If you do not have access to this channel contact membership@internetnz.net.nz.

2. Meet the Candidate online sessions

InternetNZ will host an online 'Meet the Candidate' session for members. Questions that members have can be sent directly to candidates before or during these sessions.

3. Campaigning on other channels

Social media - If a candidate wishes to utilise public social media channels during the election period, we recommend posts are sufficiently moderated by the candidate. InternetNZ is unable to assist you with moderation on social media.

Self-hosted sessions or events - If a candidate wishes to host an online event themselves, they should host and run these in accordance with the [Code of Conduct](). Creating safe spaces is paramount to InternetNZ events, and we'd expect you to understand and set up your spaces accordingly. Information on any self-hosted sessions can be included in candidate bios (online) if desired. Session details will also be shared on the members-announce email list, distributed to all members by InternetNZ after nominations are closed.

Contacting members - If a candidate contacts a member personally through any other medium (ie. a DM, email, phone, other messaging system or post) more than once, and it is deemed undesired by the receiver, they should report this to the Returning Officer to address with the candidate that has sent the message.

How does the election work?

Elections system

Under the Single-Transferable Vote (STV) electoral system that InternetNZ uses, voters rank candidates in their order of preference. You write "1" next to the name of your favourite candidate, "2" next to your second favourite candidate and so on.

We encourage candidates to understand our [electoral voting system](#), and more detail about how the voting system works is included here.

Elections Provider

InternetNZ contracts election services to [Electionz](#). They provide election services for a range of clients, and InternetNZ has used their services for several years.

Announcement of results

Election results are shared at the Annual General Meeting in late July. The Returning Officer will contact all nominees by phone with results before public announcement.

On some occasions, announcements may be made interim, pending review by an external scrutineer. Final confirmed results will be put in [the historic election section](#) of the InternetNZ website, where they will be presented as a publicly available official record of the outcome of the election.

Useful links

Item	Link
Constitution	https://internetnz.nz/governance-and-reports/governance-documents/internetnzs-constitution/
Bylaws	https://internetnz.nz/governance-and-reports/governance-documents/council-bylaws/
Governance Charter and policies	https://internetnz.nz/assets/Archives/2021-12-3-governance-charter-and-policies.pdf
Council papers	https://internetnz.nz/governance-and-reports/plans-and-reports/archive-doc/?Sort=ID&Dir=ASC&PageType=Council+documents
2023 AGM Minutes	To be added
InternetNZ voting system explained	https://internetnz.nz/governance-and-reports/council/council-elections/internetnz-electoral-system-explanation/
NetHub	https://join.slack.com/t/nethubnz/shared_invite/zt-moe48vmf-HDiK2oZGwjcuHHy8KM9xrA

Useful contacts

Returning Officer	returningofficer@internetnz.net.nz
InternetNZ membership team	membership@internetnz.net.nz
Electionz	iro@elections.com

Skills and diversity of Council members

Self assessment of skills and diversity by current councillors

Summary

This report comprises a recalculation of the assessment of skills, experience, and diversity attributes of the current Council Members that will remain on Council after the 2024 elections.

This Skills and Diversity assessment has been completed by the following Council Members:

- Cr Kate Pearce (term ends at the AGM 2026)

- Cr Potaua Biasiny-Tule (term ends at AGM 2026)

- Cr Stephen Judd (term ends at AGM 2026)

- Cr Whetu Fala (appointed, term ends 2026)

- Cr Anthony Bow (appointed, term ends 2026)

- Cr Alpana Roy (term ends at AGM 2025)

- Cr Anjum Rahman (term ends AGM 2025)

- Cr Jeff Montgomery (term ends at AGM 2025)

Responses from these Council members are presented in no particular order.

The Councillors listed below have had their results removed as they complete their time with Council or they are up for re-election:

- President: Joy Liddicoat

- Vice President: Brenda Wallace

- Cr Richard Hulse

Members are encouraged to use this Skills and Diversity matrix to consider the skills, experience and diversity attributes of the sitting Council Members, and to utilise this information in participating in the InternetNZ Council Member election process.

Governance

These are core skills and areas of knowledge associated with the role of Council as InternetNZ's governing body.
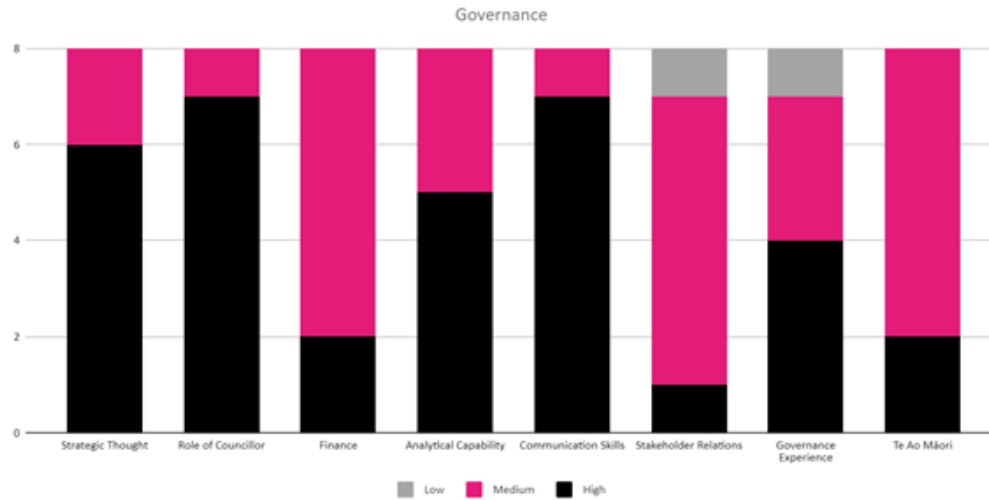

Governance

Governance Skills / Experience

Strategic thought	Ability to consider an issue in the context of the organisation's stated goals. Keeping at the high level, weighing options with an open mind.
Role of the Councillor	An understanding of the governance function and the value it should add. Clarity on the role of and obligations placed on a Councillor.
Analytical capability	A structured approach to problem solving, critical reasoning, an ability to analyse information and importantly ask considered and relevant questions
Finance	The ability to read and comprehend the organisation's accounts and the financial material presented to the board. Financial literacy at a level consistent with minimum expectations placed on directors under the law.
Communication skills	Ability to clearly articulate a point of view in a positive manner.

Stakeholder relations	Ability to understand the requirements of owners and stakeholders and as required and relate to those constituencies.
Governance experience	Previous experience in related governance roles.
Te Ao Māori	Understanding aspects of Te Ao Māori that pertain to InternetNZ's role, including concepts of indigenous governance, Te Tiriti, data sovereignty, cultural competence of staff and governors and familiarity with Tikanga Māori and Te Reo Māori. Diverse representation around the Council table.

Specialist areas

It is desirable to have these skills around the table understanding that in the main these duplicate staff skills. The key attribute is an understanding of or willingness to learn about the business.
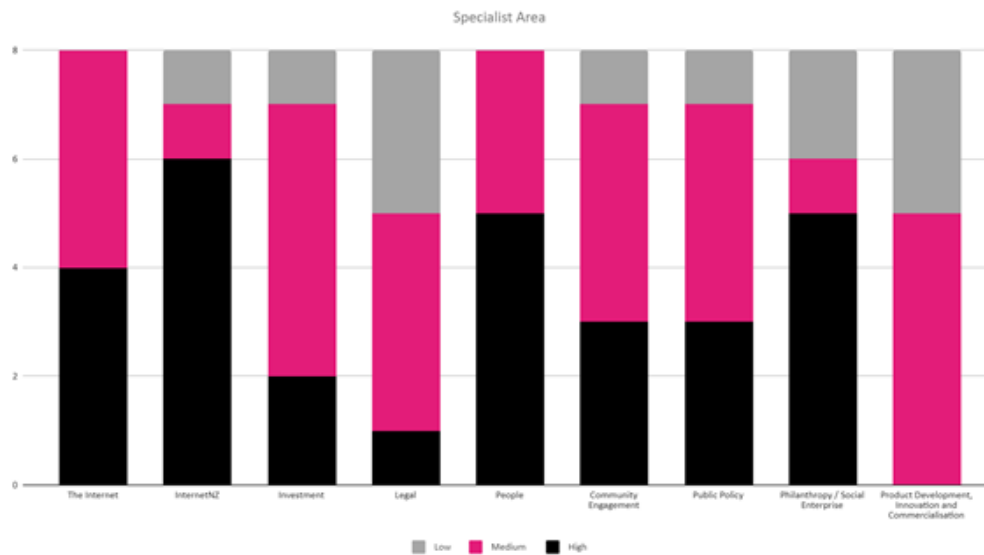

Specialist Area

Specialist skills / experience

The Internet	An understanding of the key role that the Internet plays in our world now and into the future.
InternetNZ	An understanding of the specific role that InternetNZ plays in that world.

Investment	Knowledge, understanding and appreciation of Investment advice, practices and framework. Ability to work with management in discerning and driving appropriate investment approaches.
Legal	An understanding of the legal environment as relevant to the internet
People	Experience in evaluating the performance of the chief executive and skills in human resource management, culture, reward and recognition.
Community engagement	High level reputation and networks in the community including with relevant industry organisations and consumer or business groups, and the ability to effectively engage and communicate with those stakeholders
Public policy	An understanding of public policy and how it relates to the Internet.
Philanthropy / social enterprise	An understanding of granting process and the maximisation of philanthropic funds
Product development, innovation and commercialisation	Understanding the current drivers of technology innovation in the market. Experience in delivering new product offerings in response to market demand, to achieve market leadership or to take advantage of opportunities for innovation.

Diversity attributes

InternetNZ has a strong commitment to broad representation at the Council table representing the diversity of the community we serve. We are interested in bringing these perspectives to our governance.

Diversity Attributes
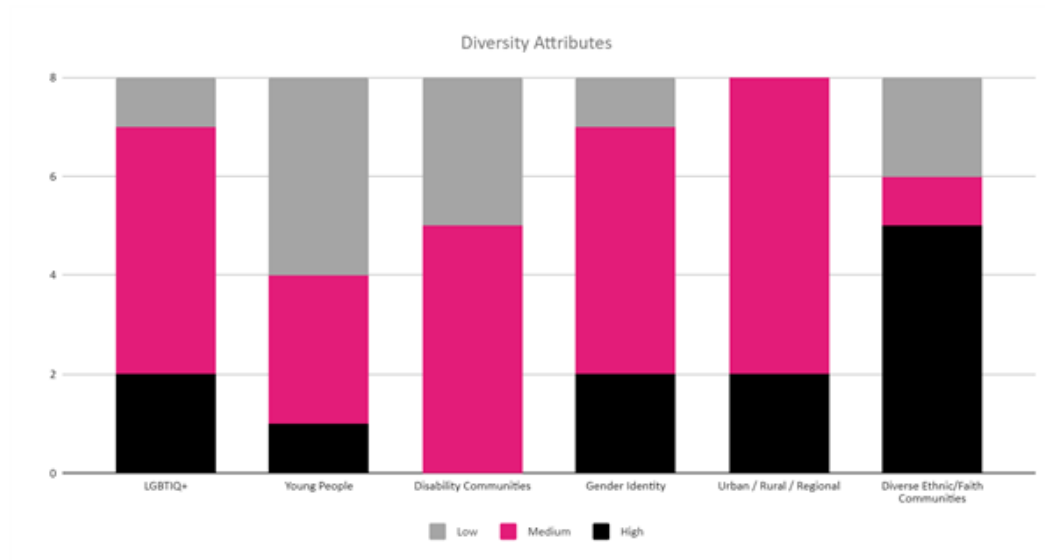
Diversity attributes

LGBTIQ+	Understanding of the issues facing people from diverse Rainbow communities and the opportunities and challenges that relate to our work.
Young people	Internet industries are driven by a younger demographic. We encourage that voice at the Council table.
Disability communities	Understanding of the issues facing people living with disability and the opportunities and challenges that relate to our work.
Gender identity	Understanding of the issues facing people of diverse gender identities, and the opportunities and challenges that relate to our work.
Urban/rural/ regional	A diverse representation from different towns and cities around Aotearoa around the Council table.
Diverse ethnic communities	Understanding of the issues facing people of diverse ethnic identities, and of their communities, and the opportunities and challenges that relate to our work.

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COUNCIL MEETING - May 2024

Community Funding & Hapori Māori Funding Update

AUTHOR:	Rose Jamieson, Tumu Te Puni Whiria
PURPOSE:	2023/24 Community Funding
DATE WRITTEN:	29 April 2024

	Alignment
Ipurangi Aotearoa Strategy 2022-2025	The 2023/24 funding update aligns each funding stream into our strategy's Rei Kura, and is a key action that delivers on Goal 4 of the 2023/24 Strategic Goals.
Te Tiriti o Waitangi	This paper provides Council with visibility of the funding levels that support 'as Māori, by Māori' groups, and outlines our new approach to partnership.

Recommendation

We recommend that Council
- **receives** the 2023/24 Community Funding & Hapori Māori Funding Update report, and
- **notes** the update on the mis/disinformation funding distributed in 2023/24.

Purpose

Our partnerships and granting through .nz revenue helps InternetNZ give life to our public impact goals and support community aspirations.

The Council requested an update on community funding | pūtea distributed to individuals and organisations, and specifically pūtea distributed to 'by Māori, for Māori' individuals and organisations. This report shares an overview of the 2023/24 financial year.

Funding approach

Our funding streams align with three overall approaches – Rangapū | Partnership, Pūtea Tautoko | Grants and a new stream that is broadly described as Powering Communities.

Te Tiriti o Waitangi has been central to our approach in 2023/24 – increasing the number of relationships we have with Māori organisations, getting behind communities already driving for better outcomes for Māori, and how we go about our work.

Rangapū | Partnership

We have ongoing partnerships with a number of Internet-related organisations. Our funding commitment provides connection with those already doing valuable mahi that aligns with our kaupapa, and the reciprocal nature of these relationships enables us to positively impact more people. For example, newer partnerships with Māori organisations such as Te Ao Matihiko | Te Matarau means we can share news of funding opportunities with Māori groups that help us increase funding to 'by Māori, for Māori' individuals and organisations.

Pūtea Tautoko | Grants

This year we awarded grants up to $10,000 each. All applications were internally assessed by kaimahi, who provided support and guidance to applicants as needed.

While individual grants are typically smaller than our other funding mechanisms, we see each year from our stakeholder survey that grants are one of the more common ways people hear about us – making them important to the brand of .nz and our membership.

Following the pandemic, we also awarded funding to a small number of people to reconnect with their sectors and/or attend conferences. Small conference grants support New Zealand's diverse perspectives to contribute into the wider ecosystem.

Grant rounds in 2023/24 are outlined on our website:

- Funding towards digital equity and a safer, more positive Internet to benefit all of Aotearoa
- Conference attendance awards
- Contributing towards the accessibility of websites

Powering up Communities

While we have been continuously improving our processes for funding and the support we provide, in 2023/24 we set out to develop more proactive, flexible funding mechanisms that support tino rangatiratanga, and lead to better outcomes for Māori and other groups disproportionately impacted by issues on the Internet. Our process has involved kōrero, whanaungatanga, and sharing whakaaro.

Recipients have appreciated our relational and people-centred approach. The changes have allowed us to fund more Māori-led groups and individuals and have resulted in the following streams:

- **Mahi Tahi | Collaborative Funding:** Collaborative funding is designed to create better outcomes by working together. Working with other funders to find groups whose kaupapa aligns or overlaps with ours and where the application process, due diligence checks, and assessment have already been completed. The groups do not need to do it all again and can draw on resources from a number of funders to support their work.
- **Whakawhanake | Relationship Development:** Developing and fostering relationships across the Aotearoa Internet community. This funding allows greater flexibility to add financial support to organisations that are already doing valuable kaupapa that aligns with our strategic goals. It enables us to mutually nurture the relationship between our two organisations, and also wider groups within the ecosystem.
- **Hōtaka | Programmes:** Programmes that build capability through education are important for digital equity and creating a safer, more accessible Internet for Aotearoa. This funding can include:
  - groups running educational sessions to develop resources that are shared back into the community
  - bringing expert facilitators to deliver in schools, community groups or not-for-profits.
  - work to connect groups together for a collaborative systems-based approach.
- **Hāpai te Ipurangi — Supporting Internet Technologies:** Broad-based funding that enables us to flex into current demands or one-off support during the year.
- **Koha:** A small offering or contribution, especially one that nourishes relationships and reciprocity.

Funding data 2023/24

We distributed $1,199,925.98 in the 2023/24 financial year. 35.97% of the overall pool, or $431,645 went to Māori individuals or organisations, up from around 25.02% last year.

The table below shows the total funding amounts broken down by the different funding approaches, and then aligned into our strategy's Rei Kura:

1. We are a Te Tiriti o Waitangi-centric organisation
2. An internet that benefits (ITB)
3. An internet for everyone (I4E)

Much of the funded kaupapa aligns with more than one objective, but we have aligned them with the most appropriate categorisation for reporting purposes. Rei Kura 1 represents the reported funding provided to Māori entities.

Funding Streams	Pūtea distributed 2023-24	Pūtea distributed by Rei Kura category
Rangapū | Partnership	$405,000 or 33.75% of the whole funding distributed	1. $100,000 or 24.69% of all Rangapū
		2. $175,000 or 43.21% of all Rangapū
		3. $130,000 or 32.10% of all Rangapū
Mahi Tahi | Collaborative	$125,000 or 10.42% of the whole funding distributed	3. $125,000 or 100% of all Mahi Tahi
Pūtea Tautoko | Grants	$430,426 or 35.87% of the whole funding distributed	1. $176,645 or 41.04% of all Pūtea Tautoko
		2. $104,193.18 or 24.21% of all Pūtea Tautoko
		3. $149,587.80 or 34.75% of all Pūtea Tautoko
Hōtaka | Programmes	$120,000 or 10% of the whole funding distributed	1. $110,000 or 91.67% of all Hōtaka
		2. $10,000 or 8.33% of all Hōtaka
Hāpai te Ipurangi – Supporting Internet Technologies	$75,000 or 6.25% of the whole funding distributed	1. $15,000 or 20.00% of all Hāpai te Ipurangi
		2. $45,000 or 60.00% of all Hāpai te Ipurangi
		3. $15,000 or 20.00% of all Hāpai te Ipurangi
Whakawhanake | Relationship Development	$40,000 or 3.33% of the whole funding distributed	1. $30,000 or 75.00% of all Whakawhanake
		2. $10,000 or 25.00% of all Whakawhanake
Koha	$4,500 or 0.38% of the whole funding distributed	2. $500 or 11.11% of all Koha
		3. $4,000 or 88.89% of all Koha
Total	**$1,199,926**	

What's next for community funding

We see a need for ongoing transformation in the funding space. Over 2024/25 we will assess our partnerships funding and grants approaches, and look to build off what worked well in 2023/24.

For example, we have been investigating community-led decision-making processes, where local community groups have a depth of local trust and strong expertise in an incubator-type model. We are using the funding of a community innovation hub to understand more about community-led models and what role Ipurangi Aotearoa can play.

For example, in Quarter 4 we entered into a place-based partnership with Tāiki E! in Tairāwhiti. Together, we co-designed a funding model that will support tino rangatiratanga (independence) and mana motuhake (self-determination), starting within their local communities.

Over time, testing models will enable InternetNZ to learn what works well in community-led spaces. We will have relationships that enable us to more easily tap into community insights, collaborate for better impact, share learnings, with a view to connecting more explicitly with the wider philanthropic and grant-making community on funding shared outcomes.

DPMC mis/disinformation funding

CONFIDENTIAL Paper	
Reason document is marked confidential	To protect the privacy of people
When document is no longer confidential	The document shall remain confidential indefinitely until otherwise determined.
Confidentiality status is applicable to	Public

The final report on Phase 1 of mis/disinformation funding is being finalised with DPMC, and the latest draft is attached for your information. The report is confidential.

The report on Phase 2 is underway. Primarily this funding has supported:
- Increasing literacy
- Developing social media communications skills
- Supporting individuals and communities already responding to disinformation
- Targeting specific categories of disinformation

The funding prioritised outreach and engagement towards communities most affected by mis- and disinformation. However, this funding has also served to highlight the chronic underfunding available to combat mis- and disinformation.

Leveraging existing community relationships meant applicants who expressed discomfort in engaging directly with Government were more likely to apply. We have distributed available funds to community groups as follows:
- 25% of projects serve Māori communities
- 18% serve LGBTQIA+
- 11% serve Pacific peoples
- 11% serve seniors
- 11% serve recent refugees/migrants
- 11% serve ethnic/religious minorities
- 7% serve tāngata whaikaha

COUNCIL MEETING - MAY 2024

DNSSEC Update

ITEM NO:	3.3
AUTHOR:	Tim Johnson, Tumuwhanake | GM Customer and Product
FOR:	Council
PURPOSE:	Provide an update to the remedial work on the DNSSEC systems as a result of the DNSSEC incident of May 2023 and External Incident Report recommendations
DATE WRITTEN:	23/4/2024

	Alignment
Ipurangi Aotearoa Strategy 2022-2025	InternetNZ Strategy 2022-2025: Our purpose We are the home of .nz, and we work for an Internet that benefits all of Aotearoa. Whainga | Goal: .nz is a good product .nz and the .nz infrastructure are trusted as reliable, compatible and capable of uses and applications.
Te Tiriti o Waitangi	We recognise our unique position and responsibility to run the .nz domain name system (DNS) on behalf of everyone in Aotearoa. A secure, robust and available DNS helps achieve equitable outcomes for Māori and all marginalised and underserved communities in Aotearoa.

Recommendation

THAT Council **receive** the report noting the updated project phases and timelines.

Update - overview

In the intervening time between the May 2023 DNSSEC incident and the external incident report distributed in early October 2023, resource was allocated to the HSM replacement project, which will ultimately replace the current DNSSEC signing systems. This work is driven by existing HSM hardware end of life deadlines, which are critical to DNSSEC functioning.

At the time of the last council update in December 2023 we had reviewed the external report and were in the process of pausing the new HSM project work and switching focus to the legacy DNSSEC pipeline. This was to safely and securely enable the transition back to normal DNSSEC lifecycle operations.

Some challenges have arisen that have extended the Transition phase from March 2024 to May 2024, prolonging the risk profile of 'Possible Major' while in the Transition phase.

Achievements

- An enhanced DNSSEC staging environment that allows the simulation of a wider scope of the public DNS system, both upstream to the Root level and downstream in the form of recursive DNS systems, connected with internal deployments of DNSSEC analysis and visualisation software (DNSVIZ).
- A new DNSSEC Key rollover rollback procedure has been developed and validated on staging systems.
- Further testing and refinement of the integration between IRS and DNS systems that were originally developed during the IRS project (Mimosa). This testing has identified several issues that needed additional functionality added related to key rollover processes, removing manual workaround procedures, and to increase robustness.
- Re-created the incident in the enhanced staging environment to further our understanding, and allow replay of the process with a modified staging environment to validate the changes before we look at production.

New considerations

New software

rollover-mon is a software tool that has been developed internally by SIDN (.nl) that uses many viewpoints throughout the internet. It analyses and visualises DNSSEC rollover operations as they progress through the phases of key lifecycle.

We were invited to participate in early demos of the software and agreed that it would be useful to integrate this capability into the return to operations work. This will add another validation point that includes systems that expose the same problem as experienced in the incident.

It was released for public use on the 21st of March 2024, which required us to wait until that time in order to understand how to use it for our upcoming changes.

Challenges to date

IRS Stage DNS Stage integration

At the conclusion of the Mimosa project the integration between IRS and the DNS staging systems had only been partially completed, and was still dependent on legacy SRS staging systems; this work was scheduled for replacement in the HSM Refresh project.

More time than expected was needed to migrate and integrate existing DNSSEC staging systems.

This has now been done to a level that is suitable for the validation requirements. Further work could be done, however this would not provide any additional value. The entire pipeline will be replaced in the HSM refresh project, and time is better spent there.

This sequence of timings and introduction of the HSM refresh has added to the time taken to get back to production on the key rollover.

Documentation accessibility

OpenDNSSEC, the open source software in use in the live DNSSEC implementation are experiencing issues to keep their documentation website online, we understand this to be caused by a number of factors. As such, we are currently unable to access this resource directly and must go via contacts and other channels, this incurs a round trip time for questions and answers.

Environment Steady state vs Reset/Test

The Registry and DNSSEC staging systems were primarily intended to be identical in normal day to day operations, i.e. roll forward.

The type of work needed for the testing of procedures like rollback require a resettable environment to a known baseline, additional procedures and tooling were required to enable this to be repeated consistently.

Updated plan

Due to the challenges encountered and the new external tooling timelines the current phase is expected to be complete by the end of May 2024, this is to allow us to achieve the following:

- Finalise the staging monitoring enhancements
- Build out of monitoring in production
- Finalise the process documents for the system change and roll event
- Have industry peers review and provide feedback on the proposed process
- Deliver an overview to the technical community with a sufficient notice period.

This time increase is unfortunate, however with this system there is no margin for error, and a second related incident is unacceptable.

Summary

- Key Rollover Solution has been extended until May 2024
- HSM Project completion December 2024

Detail of Plan:

Phase (State)	Start Date	End Date	Risk	Can Roll Key
Transition Phase (Paused DNSSEC ops)	Feb 2024	Extended to May 2024	Possible Major	Yes - if required with existing safeguards

In the current phase, we are actively transitioning back to normal day to day operations of key lifecycle procedures. The risk mitigations for this remain unchanged from those applying to earlier phases. We do note that the risk in this phase is moderately elevated. This is due to the actual work being performed to make changes to the production system. We will use change management processes and best practice techniques to mitigate these temporary risks.

The change to the system equates to a reconfiguration of OpenDNSSec signing software configuration policy file timers in our internal source control to synchronise the configuration with the IRS output, then the application of that configuration to the relevant production systems.

This will allow the KSK key role procedure to operate as expected allowing us to safely perform a KSK role procedure on the backup signing chain to complete the process started in May 2023.

ZSK roll operations will be able to be resumed from this point as well.

Post-transition Phase (Normal lifecycle ops)	May 2024	N/A	Rare Moderate	Yes - if required with existing safeguards

At this phase, we have safely and securely transitioned back to normal DNSSEC lifecycle operations. This results in a return to pre-incident risk levels. General mitigations provided by the ability to switch to the backup keychain remains valid for a variety of scenarios that have always existed.

Day to day lifecycle operations will resume, KSK and ZSK keys will be rolled when their lifecycle timers expire using existing SOP.

HSM Project (Parallel work)	May 2023	Dec 2024		Yes - with improved safeguards
The HSM Refresh project which is the first of a number of DNS related projects requires the building of parallel infrastructure for all environments where existing signing infrastructure exists. Integration of the parallel infrastructure then needs to be integrated with the new HSM hardware. The build of this parallel zone signing system will encompass a number of modernisation sub-projects of existing sections of the signing pipeline, this includes software, scripting and automation updates, it is the best opportunity to integrate any required improvements to the system and processes as they will be implemented using modern software design requirements, allowing us to maintain the system into the future. A full review of all DNSSEC related procedures, policies, design considerations, architecture documents, and DR/BCP updates is also in scope and required. Extensive testing and validation of the new implementation is required before we move to notify of the changes and cut over to the new solution, of which there must be zero impact to .nz availability and operation.				
Strengthening Phase (Normal lifecycle ops)	Jan 2024	Dec 2024	Rare Moderate	Yes - with improved safeguards
In this phase we will be planning and considering the remaining report recommendations not already covered by the HSM project and prior work. It is premature to say whether these recommendations will be included in the future planning of project work that is detailed in Appendix I. Alternatively dedicated plans/projects will be set up and prioritised.				

Appendix I – Planned and Proposed INZ DNS Projects

1. HSM Refresh (Underway)
   a. DNS Pipeline rebuild
   b. OpenDNSSec software upgrade
   c. Decommissioning old HSM and signing systems
2. DNSSEC Algorithm Roll
   a. Algo 8 (RSA) -> Probably Algo 13 (ECDSA)
3. DNS Primary Distribution Server Rebuild
4. DNS NZ Anycast Server Rebuild/Refresh
   a. Refreshing EOL Servers
   b. Review NZ based server presence requirements
   c. Anycast node design and software implementation
   d. Anycast network design and peering considerations
5. Anycast DNS software genetic diversity
   a. Operating Systems
   b. DNS Software

COUNCIL MEETING - May 2024

Document Information Disclosure Policy Review

ITEM NO: 4.1
AUTHOR: Catherine Fenwick, Tumutaumatua | General Manager
                  Organisational Performance
FOR: Council
PURPOSE: To seek approval of the updated Confidential Document
                  Disclosure Policy
DATE WRITTEN: 30/04/2024

	Alignment
Ipurangi Aotearoa Strategy 2022-2025	InternetNZ believes in transparency and openness and shall only withhold confidential information when there is a reason to do so.
Te Tiriti o Waitangi	Equity for Māori is helped through making information available to all, while preserving privacy and safety of tangata whenua.
Associated document links	Current policy for reference: DID Document Information Disclosure Policy 2.0

Recommendation

THAT Council **approve** the "Confidential document disclosure policy version 3.0".

Background

The purpose of this policy is to establish guidelines and procedures for handling confidential documents to ensure the protection of sensitive information

The **principles of the policy remain largely unchanged** but the approach and administration have been updated. The policy was last reviewed in 2018 and for this review we have incorporated changes for **privacy and safety** based on the changing environment we work in.

When submitting the document it now has a clear **5 step process**.

InternetNZ shall carry out a **yearly review** of the Confidential Documents for Council Register and identify which documents can be shared with the public.

Confidential Document Disclosure Policy

Policy	Document Information Disclosure Policy
Policy Owner	Governance/Council
Version	Version 3.0
Date in force	May 2024
Planned review	May 2026

Purpose

This policy provides guidance around confidential documents and how and when they should be shared with InternetNZ's Council (Council), members and other stakeholders.

This policy ensures that sensitive information is protected, compliance with legal and regulatory requirements is maintained, and the integrity and confidentiality of information are preserved.

Policy Statement

InternetNZ believes in transparency and openness and shall only withhold confidential information when there is a reason to do so.

Nothing in this policy shall require InternetNZ to disclose information that is protected under the Privacy Act or that relates to personnel matters.

This policy shall apply to confidential documents submitted to Council .

Why may some documents be considered confidential?

Documents may be confidential for any of the following reasons:

a)   to protect the privacy of people (such as documents containing contact information of staff or Council emails or lists of approved new members); or

b)   to protect InternetNZ's ability to consider professional advice before making certain decisions (such as legal advice in relation to a dispute or tactics/strategy for a campaign); or

c)   to protect InternetNZ's reputation or ability to function. (e.g. if a security flaw was discovered, or an employment dispute was being managed, or a newly-realised operational risk was being tackled); or

d)   to protect InternetNZ's commercial interests (e.g. negotiation of a lease for premises or changes to commercial aspects of .nz or the customers of the registry); or

e)   for the proper administration of the .nz ccTLD. (e.g. recommendations to change the wholesale fee for domain names are confidential until the decision is made); or

f)   to allow Council to consider draft documents before a final version is ready to be released (e.g. working documents and draft reports).

Submitting confidential documents to Council

InternetNZ or the Domain Name Commission staff may submit to the Council documents intended to be confidential.

Step 1: Mark the document as confidential and provide details in relation to confidentiality

In order for the document to be recognised as confidential the author must:

a)   clearly mark the document as confidential; and

b)   provide a reason for the document being marked confidential; and

c)   indicate when the document may no longer be considered confidential, by:

   i)   indicating a specific date; or

   ii)   indicating a point in time defined by a decision/action that needs to take place; or

   iii)   stating that the document shall remain confidential indefinitely until otherwise determined.

d)   identify to whom the confidentiality status is applicable to (e.g. just the public or internal staff as well)

Step 2: Approval by Chief Executive

The Chief Executive must approve any item being lodged as a Confidential item, and satisfy themselves that it meets the threshold and reasons for confidentiality set out in this policy before giving such approval.

Step 3: Confidential document noted on register

InternetNZ shall maintain a register of all confidential documents submitted to Council (Confidential Documents for Council Register), which shall detail:

a)   the reason for the confidential status; and

b)   when the confidential status expires or may be removed (if applicable).

Step 4: Distribution to Council

All documents shall be loaded on Diligent (or similar platform) and all confidential documents shall be marked confidential.

Step 5: Confidential status may be challenged by Council

Councillors may challenge the justification for confidential status of an item. They may resolve to release a confidential document. In the event that such a resolution is passed during the meeting, the paper shall be released to the public alongside the minutes from the Council meeting.

Sharing confidential documents with the public

Confidential documents shall not be shared with the public unless the confidential status expires or is removed.

InternetNZ shall carry out a yearly review of the Confidential Documents for Council Register and identify which documents can be shared with the public. InternetNZ shall publish the relevant documents as one pdf file in the website Document library.

Request to share confidential documents

Members of the public may request InternetNZ to disclose confidential documents on the basis that the document should not be confidential, by emailing office@internetnz.net.nz.

The request must include:

a)   the name of the document; and

b)   the reason(s) for why the confidential status should be removed.

InternetNZ shall consider each request on a case-by-case basis, whilst keeping in mind our belief to operate in an open and transparent manner, and respond within 30 working days.

COUNCIL MEETING - May 2024

CE Delegation Policy Review

ITEM NO:	4.2
AUTHOR:	Catherine Fenwick, Tumutaumatua | General Manager Organisational Performance
FOR:	Council
PURPOSE:	To seek approval of the updated CE delegation Policy
DATE WRITTEN:	30/04/2024

	Alignment
Ipurangi Aotearoa Strategy 2022-2025	This policy details the authority delegated by Council to the Chief Executive to implement strategy, manage day-to-day operations and make decisions necessary for the administration of the organisation, within the limits set by Council.
Te Tiriti o Waitangi	This policy entrusts the CE to work towards equitable outcomes for Māori to realise our Rei Kura: a Te Tiriti o Waitangi centric organisation.
Associated document links	Current policy for reference: OTH-DEL: Chief Executive Delegations Governance Charter: See section on "Council-Chief Executive Interrelationship Policies".

Recommendation

THAT Council **review** the CE delegation policy and provide feedback on the limitation of $500,000 and 5 years.

THAT Council **approve** the Delegation of Authority to Chief Executive Policy.

Background

The Chief Executive Delegations Policy May 2019 has been reviewed by the Governance Committee at their April 2024 meeting.

The May 2019 policy was approved prior to the Governance Charter and Policies (December 2021). The revised policy should be read in conjunction with the Charter.

In the revision of the policy we took into consideration the areas now covered in the Governance Charter and Policies that require further clarity.

The Governance Charter and Policies includes a number of areas that were previously mentioned in the CE Delegations Policy:

- Roles and responsibilities on Media Statements
- Clarity on "no surprise" approach on;
    - Communication & Support to the Council
    - Employment Conditions

As the Governance Charter and Policies document is more comprehensive than the old CE Delegations policy, we have removed reference to these areas in this policy revision.

We have added some additional parameters to the new policy to cover gaps in delegation authority relating to Contract and Agreement limitations.

Our assessment on the Contract and Agreement limitations was that these were not included in either the Governance Charter and Policies or our budget process, and therefore remained a risk to the organisation.

We have set the limitation in the revised policy at $500,000 and 5 years, and invite feedback from Council to determine if appropriate.

Delegation of Authority to Chief Executive Policy

Policy	Delegation of Authority to Chief Executive
Policy Owner	Governance/Council
Version	Version 4
Date in force	May 2024
Planned review	May 2026

Purpose

This Delegation of Authority Policy sets forth the principles, limitations, and procedures governing the delegation of authority from the Council of internetNZ to the Chief Executive.

Policy Statement

This Policy is designed to ensure efficient decision-making and maintain organisational integrity.

Delegation of Authority

General Authority

The Council delegates authority to the CE to manage the day-to-day operations and make decisions necessary for the administration of the Company's affairs within the budget approved by the Council. This includes, but is not limited to:

- Operational and Risk management
- Financial transactions within budgetary limits
- Employment decisions
- Communications, marketing and sales initiatives
- Contract negotiations and agreements within a specified threshold
    - No longer than 5 years and
    - Annual value below $500,000
- Engagements in international internet governance

Specific Limitations

The CEO shall not have the authority to:

- Alter the mission, vision, or strategic objectives of the Organisation.
- Enter into agreements or incur indebtedness beyond specified thresholds before consulting with the Council on the decision
- Speak on behalf of Council related to matters of Council's decisions or work on governance matters where the President should be the organisation's spokesperson.

Responsibilities of the CE

The CEO is responsible for:

- Ensuring that all decisions made under this delegated authority are in the best interests of the organisation and abide by the governance policies in place.
- Reporting regularly to the Council on the key decisions made under this delegation and their impact on the organisation.
- Seeking Council Approval where required by the limitations set forth in this Policy.

Important Links

- [Governance Charter](): See section on "Council-Chief Executive Interrelationship Policies".

COUNCIL MEETING - May 2024

Treasury and Investment Policy Review

ITEM NO: 4.3
AUTHOR: Catherine Fenwick, Tumutaumatua | General Manager
                 Organisational Performance
FOR: Council
PURPOSE: To seek feedback on the draft Treasury and Investment Policy
DATE WRITTEN: 02/05/2024

	Alignment
Ipurangi Aotearoa Strategy 2022-2025	Our strategy relies on prudent management of treasury and investment risk to help ensure a strong and sustainable foundation, preserving and growing resources on behalf of members and partners.
Te Tiriti o Waitangi	Treasury and Investment policy helps our mahi towards an internet that benefits all Aotearoa and provides equitable outcomes for Māori.
Associated document links	Current policies for reference: Treasury Policy Investment Strategy Investment Policy Reporting Cases of Misappropriation policy.

Recommendation

THAT Council **receive** the draft Treasury and investment Policy and provide comments.

Background

The current draft Investment and Treasury Policy is an updated combination of the following prior policies - Treasury Policy, Investment Strategy, Investment Policy and Reporting Cases of Misappropriation policy. Links are provided in the table above.

The purpose of this agenda item is to seek Council discussion on the current policy draft in circulation.

The policy draft includes detailed feedback from the Audit and Risk committee over the last quarter.

COUNCIL - May 2024

President Report

AUTHOR: Joy Liddicoat, President

PURPOSE: To provide a report back to Council on the President's activities
                 from February 2024 to May 2024

Introduction

This is my last President's report. I remember well my first year on the .nz
Oversight Committee in 2007, which was a Council Committee. I arrived in the
midst of a debate about whether to establish a new subsidiary company for
regulating .nz, in the form of a Domain Name Commission Limited and whether to
seek directors with a broader range of skills, outside the DNS (of which I was one).
I never thought I would be President, let alone have the privilege of chairing the
most diverse Council in InternetNZ history. I feel incredibly fortunate to participate
in our local Internet community and to serve on InternetNZ Council.

Reflections

I have already begun the process of handover and want to acknowledge all those
who have supported me during what I can only describe as one of the most
turbulent and difficult Presidential terms in recent history. In the last three years, I
have done my best to lead Council and our InternetNZ team through a range of
complex issues, including, to name a few: the Systemic Racism Review, the rollout
of a new Registry system, the reinvigoration of .nz as a business, reinstitution of
regular .nz policy and rules reviews, the recruitment of a new Chief Executive and
response to a DNSSEC incident. Many of these issues were worked through during
a global pandemic that profoundly affected every single one of us, our families,
communities and businesses, making our progress even more remarkable.

Earlier this year I supported the change in our charitable community funding. As a
proportion of revenue, InternetNZ gives back more than any other ccTLD, as far as
I am aware. This reflects our strong core values of giving back and creating an
Internet that benefits everyone. Council's most recent decision to secure
InternetNZ's community philanthropy in a new reserve fund set aside solely for
charitable objects will be, I hope, a far-reaching legacy.

Finally, in the last few months, as we have already achieved a number of our
strategic goals, I have turned to what is needed for key elements of strategy over
the next 14 months. I am leaving an organisation that is in good heart, with an
excellent group of Councillors it's been my privilege to lead. We have a fantastic
Chief Executive who is leading a revitalised team into an exciting year with Net Hui,

constitutional reform and new .nz business and rules processes underway. I am confident that the future is bright and that I can retire knowing .nz is in safe hands.

Membership and Engagement

.nz is the heart of my passion for InternetNZ. I strongly believe in the multi-stakeholder approach to Internet governance which is reflected in the way that InternetNZ has operated this ccTLD for nearly 30 years.

I am always grateful to those members who have been in touch to ask questions and share insights on a range of matters. Since February these included: what aspects (if any) of the Biometrics Code relate to the Internet, the history of our mission, and various aspects of emerging research on machine learning technologies (including artificial intelligence systems). The Chief Executive has also been busy engaging with members, partners and the wider community so that the financial year is off to a flying start with several dozen visits and engagements.

Governance

Since February, Council reviewed the skills and diversity matrix results and agreed to reappoint two independent directors, Whetu Fala and Anthony Bow, for a further term. Both bring extensive skills and governance experience and will continue to support key elements of Council's strategy in the foreseeable future. The end of the financial year brings the usual cycle of reporting, auditing and preparation for the next election cycle and annual general meeting, which will be my main focus in the coming months.

QUARTERLY REPORTING

REPORT ON Q4 2023/24

Introduction from Tumu Whakarae

Kia ora,

The purpose of this report is to summarise the delivery of our strategic plan as measured through the annual strategic goals, and highlight the key metrics that matter to the ongoing health of our organisation.

The last Quarter for 2023/24 - January to March 2024, set up our work programme for the 2024/25 financial year with a focus on project completion and forward planning. The March Council meeting is always critical as it sees Council consider budget scenarios for the year ahead and identify the budget to be approved, along with annual strategic goals with relevant measures. In this particular year, Council decided to focus on a business growth led scenario of which 2024/25 will be the first year of three. Alongside this approach and as a continuing commitment to InternetNZ's public impact work, Council determined that 11 million dollars be ring fenced from the balance sheet to form a fund toward more sustainable strategic partnership and grant funding over the long term.

As we enter 2024/25 then, we have annual goals that complete the current strategic plan cycle, a budget that focuses on business-led growth and some key elements of a new strategic plan for further discussion and development over the year. The 'strategic partnerships and grant fund' signals a new approach to funding our work and partnering to increase impact, the product strategy signals a multi-year approach for .nz and members can expect to be part of further conversations around both these elements of an emerging strategy for 2025-2027.

There has been significant progress on many elements of our 2023/24 goals over this last quarter. The establishment of a Members group and Māori community group to form the Co-Design Group for our constitutional review is a key part of this.
Our Internet governance work programme has been focused on supporting the multi-stakeholder approach to Internet governance.

InternetNZ has been working with auDA (.au), CIRA (.ca) and Nominet(.uk) to set up an informal coalition of the global technical community to support and work with others to both defend the current multi stakeholder approaches from proposed changes from the UN, and envision a revitalised and more effective multi stakeholder model for the future.

Rei kura: treasured teeth - The focus of our action and mahi

Our plan for 2023-2025 includes nine key strategic goals. The status of our work is summarised below :

Goal 1 — A 3-6 year vision is developed for .nz and related registry products, that inform business decisions and future investment

The vision document for .nz and related registry products, is in place by Dec 2024	The 2024-2026 product strategy that was signed off in December 2023, is now in the process of being implemented. It is a product strategy that is focused on building a thriving .nz operation that is resilient and sustainable. In addition to specific .nz initiatives, it introduces an expanded scope of how we commercialise the core capabilities and expertise we have in the domain name industry. The strategy is targeting revenue growth from three distinct activities: 1. **Organic growth in .nz** domains under management. The target of 1% growth is based on industry and global trends, as well as the existing strength of the .nz product in the New Zealand market. 2. **Stimulated growth in .nz** domains under management. The target of 15,000 new .nz registrations for the 2024/25 financial year is based on the extensive market research conducted in 2024. Combined with a marketing budget to support this target. The 15,000 registrations must be attributable to promotional and advertising activities that we commission.

	3. **Non .nz revenue growth**. The target is to have revenue that is not derived directly from .nz, to be contributing between 1-2% of total sales revenue by 2026. In the 2024/25 financial year, we will conduct a low-risk experiment as a first step toward achieving this goal. The above are the revenue-related highlights, but the product strategy covers a lot more and can be viewed in full [here]().
Service Availability	

	January	February	March
DNS	100%	100%	100%
Registry (EPP)	100%	100%	99.989%*
Registry (Portal)	100%	100%	99.989%*
WHOIS (Port 43)	100%	100%	99.989%*

* ~4 minute monitoring issue

Goal 2 - Grow the volume of registrars in our channel and Revenue growth year on year.

Registrar Growth	As at the end of the reporting period: • There were 74 individual .nz authorised registrars at the end of the reporting period. This is an increase of two from the previous period. • There were 3 applying registrars with active applications in the process of becoming .nz authorised. • There were 2 registrars undertaking the testing process that if successful, would result in them becoming active .nz registrars.

Revenue Growth - Domains							
		Jan 23	**Jan 24**	**Feb 23**	**Feb 24**	**Mar 23**	**Mar 24**
	Creates	7,229	7,142	7,440	7,991	8,930	7,997
	Renews	43,848	47,643	50,526	51,778	57,566	55,498
	Cancels	7,700	8,082	7,836	8,355	10,087	10,334
	Uncancels	1,930	1,734	2,052	1,814	2,590	2,033
	DUM*	754,278	746,296	755,798	747,669	757,096	747,256

*Domains Under Management

Goal 3 - Engaging in regional ccTLD collaboration and support, including advocating for ccTLD sovereignty for Pacific islands

Two Pacific countries are supported towards ccTLD sovereignty and/or independence in registry management	Through attending industry events and forums, InternetNZ continues to engage at a general level with our Pacific island ccTLD neighbours. At ICANN79 in San Juan, InternetNZ staff met with ICANN and IANA representatives to update them on the support and engagement InternetNZ has been undertaking in the region. The update and collaboration was well received and will form an ongoing dialogue between the three parties, scheduled to occur at each ICANN meeting.
	As a result of a formal request made to InternetNZ, from December 2023 InternetNZ temporarily focused its support on one particular Pacific island ccTLD. This support will likely increase in the coming quarters as will the level of detailed information that can be shared in future quarterly reports.

Goal 4 - Make changes within InternetNZ toward ending racism and becoming Te Tiriti o Waitangi centric

Share progress made with the Māori Internet Community, staff and stakeholders on SRR recommendations March 2024.	On 9 February 2024 there was a <u>Q3 progress report published</u> for the Council. The next development for the SRR review is to involve a broad group of staff, to design a report that includes input from staff and is more easily readable by broader external stakeholder groups.
Increase the percentage of funding given to partners who work within a 'by Māori, for Māori' approach by 10% year on year over next 3 years.	We have distributed $1,199,925.98 in public impact funding in the 2023/24 financial year, with 35.97% of the overall pool, or $431,645 going to Māori individuals or organisations. In Q4 we entered into a place-based partnership with Tāiki E! in Tairāwhiti, and have co-designed a funding model that supports tino rangatiratanga (independence) and mana motuhake (self-determination), starting with their own local community. This approach enables us to explore community-led models of innovation, collaboration and support. Over time, this type of model will enable InternetNZ to tap into community insights, collaborate for better impact and collectively share learnings with the wider philanthropic community. The final report on Phase 1 of mis/disinformation funding is being finalised with DPMC. The report on Phase 2 is underway. We have distributed available funds to community groups as follows: 25% of projects serve Māori communities 18% serve LGBTQIA+ 11% serve Pacific peoples 11% serve seniors 11% serve recent refugees/migrants 11% serve ethnic/religious minorities 7% serve tāngata whaikaha

Goal 5 - Maintaining the Domain Name Commission

The Domain Name Commission carries out its functions under the Operating Agreement	<u>Link to DNC Q4 Report</u>

Goal 6 - Design and implement an approach to collaboration, and partnering toward an internet that benefits everyone

Protocol to guide collaboration and partnering is consulted and published by October 2023. Membership Plan is consulted and published by 1st April 2024. .nz rules development has input from members and the wider community. Internet Governance Strategy and approach is in place for InternetNZ Group by Quarter 4 23/24	A Membership Engagement Plan has been completed and has been sent to the Fellows for their feedback. As part of the Plan, we agreed to upgrade the current membership platform (CiviCRM) to improve the functionality, security, and ability to capture demographic information (see Goal 7). Implementation will occur later this year. The planning stage for the conflicted names survey of affected parties was completed in Q4. The survey, which seeks the views of around 2,600 interested domain name holders, will be sent out in batches across 4 June, 1 July and 5 August. For more information on the review of the management of conflicted domain names, see Conflicted domain names policy review » InternetNZ Some insights on Māori priorities for the .nz rules have been collected, and continue to be collected, through engagements with Māori. Minor changes required to the .nz rules have been identified. They will be published for comment in April. Our approach to Internet governance has been collated across the various InternetNZ functions. An Internet Governance approach was articulated to and discussed with Council in December 2023, and a Council paper for the August meeting will further outline our approach and measures. The wider InternetNZ team has been supported to develop and implement its engagement in Internet governance through attendance (physical and virtual) at a number of forums. Our Internet governance work programme is focused on supporting the multi-stakeholder approach to Internet governance in the context of global dialogues within the United Nations taking place in 2024 and 2025. InternetNZ has been working with auDA (.au), CIRA (.ca) and Nominet(.uk) to set up an informal coalition of the global technical community to support and work with others to respond to these debates and issues: Blog: Defending multistakeholder Internet governance and the coalition is developing joint positions and inputs to these processes: 2024 ccTLD joint submission on proposed elements of the Global Digital Compact Zero Draft	InternetNZ

Goal 7 - Modernise the InternetNZ Constitution to reflect legal requirements and being Te Tiriti centric organisation

Project Plan is documented and milestones reported on over the next two years	In the last quarter, 24+ engagements were undertaken with individuals and groups across diverse communities to explore their thoughts on the constitution. Most of these were about establishing relationships and interest in the kaupapa. We also hosted Te Ao Matihiko at the INZ offices for an afternoon tea which was a great opportunity to strengthen our relationship with the rōpū. The co-design process is underway and more targeted engagements are being set up through relationships established in the first phase of engagements.
Members have multiple opportunities to be involved in the process and development of proposed constitutional changes.	Members were invited to express their interest in joining the co-design group. Through this process we had 7 submissions, with 6 being accepted (one was conflicted out of participating due to their work). Note that 5 of the Māori participants are also members of InternetNZ of a group of 8.
Legal requirements are met	Work has begun on the writing process. Focus will start on the technical changes required by law.
Membership demographics are reported on.	Membership demographics are unable to be collected currently, but will be implemented as part of upgrading CiviCRM membership platform (see Goal 8)

Goal 8 - Diversify the membership base

Targets are reported on including increasing the number of Māori members by 50 individual and 5 organisational members per year over the next 2 years	The membership platform CiviCRM will be upgraded later in 2024, and will allow increased functionality including ethnicity data from new membership applications. (see Goals 4 & 7)

Goal 9 - Mana Whakahaere processes are developed to achieve codesign with Māori for SRR recommendations 5&6 with Te Komiti Whakauru Māori (TKWM) and external parties

Mana Whakahaere process through Te Komiti Whakauru Māori (TKWM) recommends to Council changes to the Constitution that support Māori members equal right to stand and be elected to Council	This has been achieved through the ongoing engagement with Iwi and Māori digital community connections as well as the establishment of the Māori Co Design Group to work with Members on the draft/proposed constitutional review.

internetnz

COUNCIL MEETING - May 2024
Audit and Risk Committee

AUTHOR: Anjum Rahman
FOR: Audit and Risk Committee Report back to Council
REPORT: February 2024 to May 2024

Report back to Council

The Audit and Risk Committee held their meeting on 20 March 2024.

The following Agenda items were discussed:

- The Committee met with auditors to discuss the 2024 audit process and any queries they had for auditors going into the process. There was discussion on the increased fee, the estimated number of hours, the main focus of the audit.

- A discussion on a more detailed forensic audit didn't come to a conclusion and Committee members will think about this and discuss at the next meeting. There may be one or two particular areas where we might like a deeper dive.

- The first draft of the Treasury and Investment Policy was discussed with some suggested changes and some areas where the Committee felt that Council should provide a view. Our aim is to get this policy approved by e-Vote by the end of May, so we are asking Council to review and provide their thoughts.

- In considering the insurance policy renewal, the Committee has asked for further information on the cyber security policy, particularly in terms of what other CCTLDs are doing, as well as on the level of legal defense cover

- The Committee continued a deep dive into the risk register, with a focus on two areas: the .nz product relevance and sustainability. Details are in the minutes.

Recommendations from the Audit and Risk Committee were made to Council:

- That the Council review the Treasury and Investment Policy, and provide feedback.

Recommendation

That Council **receive** report back from the Audit and Risk Committee.

That Council **review** the Treasury and Investment Policy, and provide feedback.

31st March 2024

Ms Joy Liddicoat

President
InternetNZ

Via email president@internetnz.net.nz

Dear Joy

Quarter 4 (Q4) Report 1 January 2024 – 31 March 2024.

This report is for the three months 1 January 2024 – 31 March 2024. It includes the Domain Name Commission Ltd (DNC) quarterly Profit and Loss Statement and a summary of some of the key activities the DNC have focused on.

Financials

The EOY results are tracking towards a net profit of $95,023.80 against a budgeted net loss of $150,110.00.

Total Operating costs for Q4 were $438,572.68 against the budgeted amount of $485,690.00. The savings of $47,117.32 is derived from less spend across communications, personnel and staff, moderator fees and a general reduction in office and administrative expenses.

The profit and loss statement is attached at the end of this report.

Summary of DNC's performance of functions under the Operating Agreement:

Dispute Resolution Service

The table below shows the number of new .nz domain name disputes and Mediations filed and Expert Decisions issued over the last four quarters and the totals for the year.

As the DNC closes the Dispute Resolution Service over the Christmas and New Year Public holiday period, we typically see a decrease in the amount of DRS Complaints filed over Q4 each year.

1

Note: Mediations are the total number of mediations that have commenced that month. The reporting on Mediation Settlement/ No settlement relates to mediations that have concluded that month (potentially started the month prior). Expert Determinations are reported in the table when the decision is issued to the parties.

	Q1	Q2	Q3	Q4	TOTAL 23/24
DRS Complaints Filed	17	20	17	6	60
Mediations commenced	3	4	3	0	10
Mediation - Settlement	1	2	0	0	3
Mediation - No settlement	2	2	3	0	7
Expert Decisions Issued	7	6	7	3	23

We saw a significant increase in disputes going to Expert Decision with twenty-three issued this financial year against an expected budget of six. This excludes one Appeal Panel decision. This is also a significant increase on last financial year where seven Expert Decisions were issued.

Customer Services/ Enquiry Management.

The DNC receives enquiries via multiple channels, as set out in the following graph, which provides comparisons over the last four quarters.

Domain Name Commission Enquiry Management

2
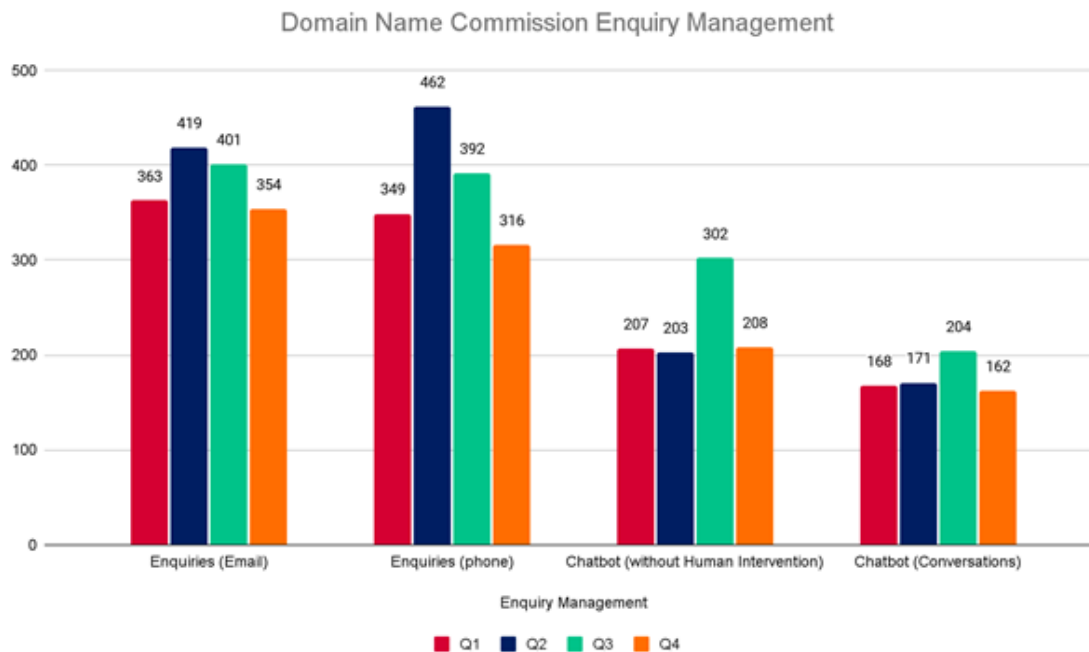
The graph shows a decrease across all enquiry channels for Q4, this is generally due to the increased number of public holidays during the period.

SLA to First Response

In Q1 2023, the DNC established a new SLA to assess and respond to enquiries within two business days 80% of the time. We have continued to exceed this SLA every month except August 2023.

This graph provides a quarterly comparison view of the SLA for domain name holders general enquiries.
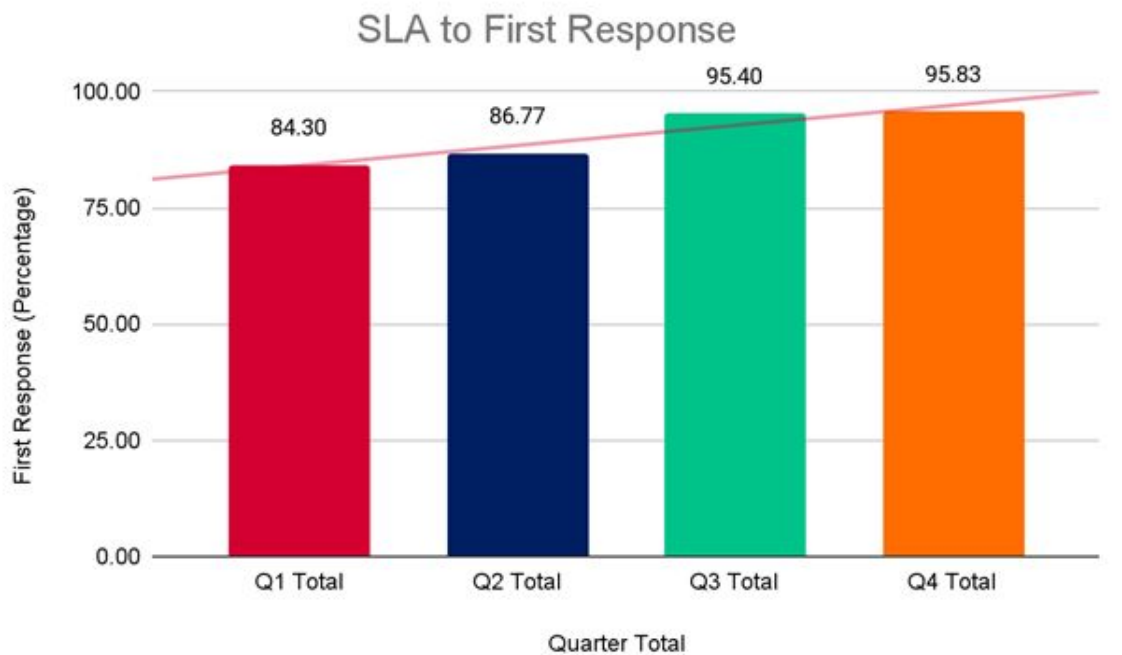
Compliance Activities - Registrars

The DNC works with Registrars to resolve issues that are raised by Domain Name Holders or other related parties (Outbound to Registrars). We also receive enquiries from Registrars regarding the .nz Rules or processes the DNC administers (Inbound from Registrars). The Outbound category relates to proactive communication by the DNC to registrars for various purposes.

The following table shows the number of enquiries by type and compares across Q1, Q2, Q3 and Q4.

3

Compliance Activities Registrars
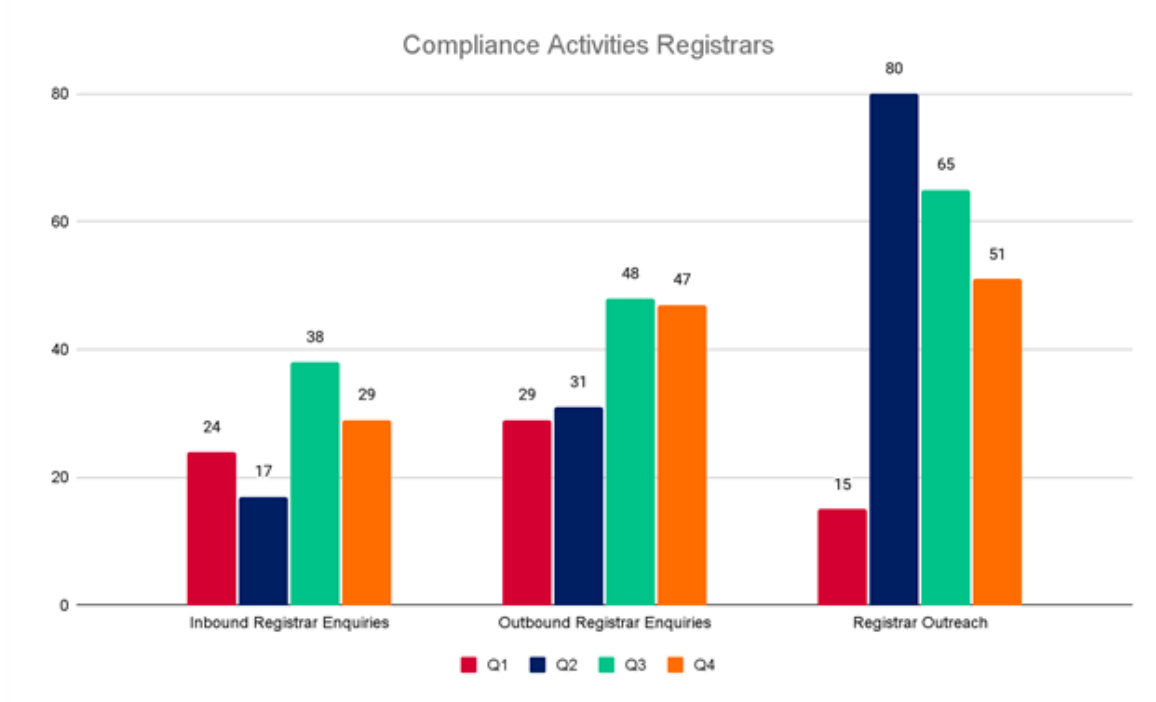
Over Q4, we saw a decrease in the number of Inbound (24%), Outbound (3%), and Outreach (22%) request types from Q3. As above, this is likely due to the Public holidays over Q4.

Outbound Registrar Enquiries have remained consistent across Q3 and Q4 as the DNC continues to refer certain Domain Name Holder issues directly to Registrars to manage where appropriate. The types of issues referred are set out in the Breakdown of Classifications table below.

All Registrar Outreach tickets for Q4 were notifications to Registrars regarding the Monthly DVSD Cancellations emails. This is where the DNC provides a list of suspended domain names (under their portfolio) to each Registrar.

Breakdown of classifications

The table below shows the types of issues and complaints the DNC has engaged with Registrars about over the last four quarters.

4

Registrar Enquiry Management Q1,Q2 ,Q3, Q4
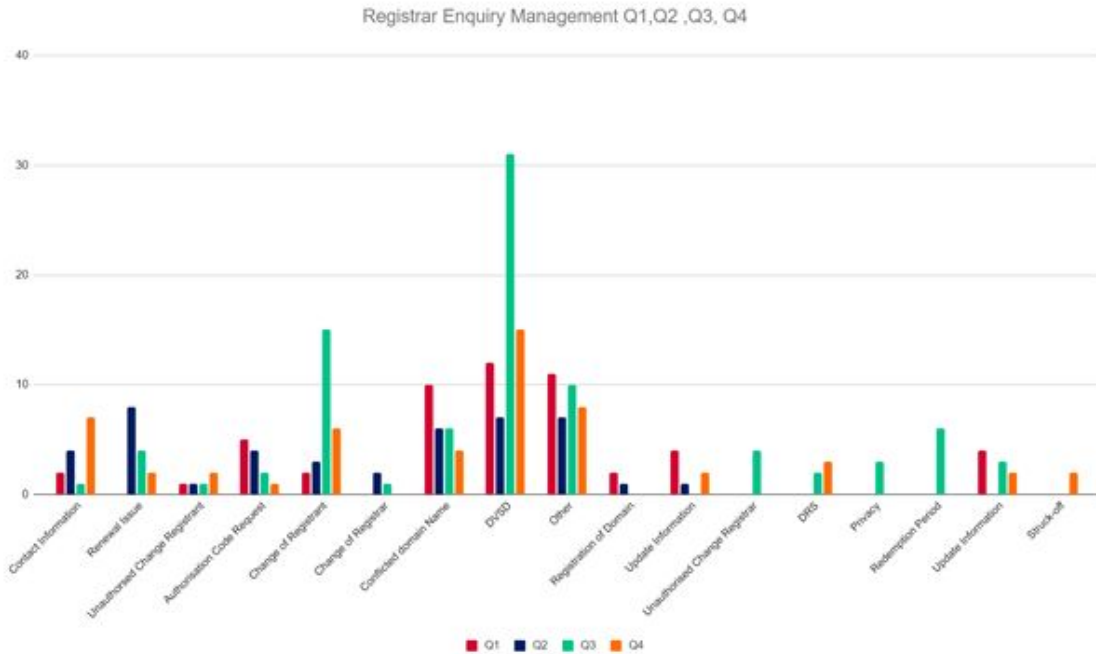
Q4 saw an increase in the number of enquiries relating to Contact Information updates/ requests. A majority of these were initiated from the DNC, requiring Registrars to update their Domain Name Holders registration information following a data validation.

Compliance Activities: Domain Name Holder Data Verification

Over Q4, we suspended 64% of the .nz domain names run through the DVSD process for failing the data validation checks. This was a decrease from 87% in Q3.

The DNC processed a referral of 87 domain names from a threat feed vendor. 68 of these were verified, which was a significant factor in the decrease in suspensions in Q4. We will assess this and discuss it with the vendor.

5

.nz abuse per quarter
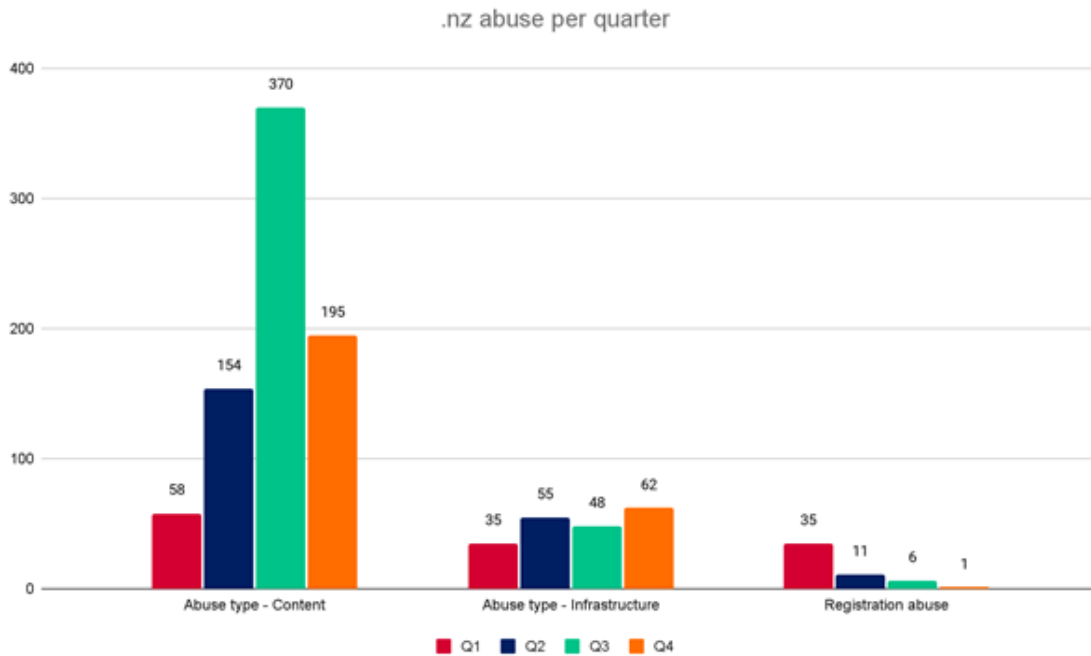
Q4, saw a total of three urgent validations received, all of which were suspended (not included in the Q4 figure above). Two were instances of potential high-harm phishing, related to financial institutions. The third was a referral regarding a suspected fake webshop reported to the DNC by a government department.

The DNC also processed a bulk referral of domain names from a Registrar. All 113 of these were suspended.

Registrar Authorisations

The DNC authorised two Registrars throughout Q4 with both of them on-boarded in February 2024. At the end of Q4, there is one new Registrar application under assessment.

Other Activities

The Commissioner attended ICANN79 in San Juan and a summary of the trip has been provided to Council separately.

In February we farewelled our Independent Director, Anita Killeen and welcomed Wi Pere Mita as our new Independent Director.

6

Yours sincerely

Vivien Maidaborn

Chair, Domain Name Commission

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![internetnz]

INZ Council - May 2024

Health, Safety and Wellbeing Report

AUTHOR: | Vivien Maidaborn, Tumu Whakarae

PURPOSE: | To provide Council with a retrospective update on health, safety and wellbeing (HSW) issues for the InternetNZ Group for the period of 13 March to 18 April 2024.

This report is prepared for InternetNZ Group and all information is based on workers within the group (INZ and DNCL) and activities of the Group HSW Committee.

Period	Number of Near Misses reported/or identified	Number of Incidents reported/or identified	First Aid Incidents/ Accidents reported/or identified
13 Mar 2024 - 18 Apr 2024	1	0	0
24 Jan 2024 - 12 Mar 2024	0	0	0
23 Nov 2023 - 23 Jan 2024	0	1	0
12 Sep 2023 - 22 Nov 2023	1	4	0
29 July 2023 - 11 Sep 2023	0	0	0
4 May 2023 - 28 July 2023	0	2	0
9 March 2023 - 3 May 2023	0	2	0

Summary

Since the last report, there has been one near miss reported and mitigations put in place.

As part of the workplace environment scan we have focused on risk areas that are prominent in the work we do and the community we support.

Examples in the this space include

- Installing security cameras for staff based on risk profiling

- Key staff to attend The Disinformation Project workshop to improve our own capability to understand and respond to this 'new normal'. Some of these processes will form part of our own ongoing Health & Safety risk assessments.
- A plan to implement Personal Safety & Conflict Management training courses for staff, enhancing their preparedness for any physical security risks stemming from our expanded online engagement and the upcoming in-person NetHui conference

Recommendation

THAT Council **receive** the Health, Safety and Wellbeing Report.

2

COUNCIL MEETING MINUTES

Status:

[Draft-to-be-ratified]

Date:

22 March 2024 / 9:00am

Present:

Joy Liddicoat (President), Brenda Wallace (Vice President),
Richard Hulse, Kate Pearce, Anthony Bow, Jeff Montgomery, Whetu Fala, Anjum Rahman, Alpana Roy and Stephen Judd.

In attendance:

InternetNZ: Vivien Maidaborn (Tumu Whakarae), Catherine Fenwick, Whitiaua Ropitini, Rose Jamieson and Michael Elwood-Smith (Pou Ārahi | Council Secretary).

Apologies:

Potaua Biasiny-Tule

Meeting opened:

9:40am

Section 1 - Meeting Preliminaries

1.1   Council only (in committee)

1.2   Council and CE alone time (in committee)

1.3   Karakia, apologies, agenda review

President Liddicoat opened the meeting with Karakia.

Cr Biasiny-Tule away on international travel.

Section 2 - Strategic Priorities and Discussion

2.1	**2024/25 Strategic Goals**
	Vivien introduced Strategic Goals for 2024/25, outlining the development process over several months, including incorporating feedback from Council from the February meeting.
	Council were happy with the goals, and offered comments for further improvement in future years; to reduce the number of goals, focus on external measures, and tighten measures where appropriate.
	Council noted the collaborative work undertaken across Ipurangi Aotearoa, including with members to prepare the 2024/25 Strategic Goals and measures.
	RN14/24 That Council **approve** the 2024/2025 Strategic Goals.
	(President Liddicoat / Vice President Wallace)
	CARRIED / CARRIED U
2.2	**2024/2025 Budget**
	Vivien introduced the budget, which is focused on implementing the overall strategy through the strategic goals for 2024/25.
	The budget includes investment to achieve the product strategy approved in December, continuing efficiencies in operations, and development of a sustainable fund to continue public impact granting and strategic partnerships into the future.
	The budget is a three-year roadmap that balances short-term social impact and business needs with a long term vision for how InternetNZ achieves a robust and sound domain name operation and also continues to invest in the Internet community of Aotearoa NZ. The longer term funding roadmap supports a sustained effort in business-led growth as identified by Council in February 2024 as the preferred approach to financial sustainability.
	To ensure funding for public impact, it is proposed to create a fund initially from the balance sheet and to grow this over time. Interest generated from the fund is used to support public impact grants and strategic partnerships.
	Council was asked to consider three scenarios and determine the amount of public impact funding for 2024/25.
	Council discussed the impact of reducing public impact funding, the size of the fund initial contribution, the operational impact, and the value of working with strategic partners; also discussed were the budget assumptions and the requirement for regular reporting on how the assumptions are tracking.

Reviewing the three scenarios presented, Council discussed the tensions of a) public impact funding in the current year, noting the community need for funding in the current environment, with b) the size of fund needed to generate adequate interest return, and to ensure long term sustainability and growth.

Council decided on;
- Setting the size of the initial fund contribution at $11M,
- Setting public impact funding for 2024/25 at $1M.

RN15/24 That Council **approve** for 2024/25 an operational expenditure budget limit of **$14,560,058** and capital expenditure of **$519,200**.

RN16/24 That Council **approve** the funding model with an initial contribution funding level of **$11,000,000**.

RN17/24 That Council **approve** the distribution of **$1,000,000** funding in 2024/25.

RN18/24 That Council **note** the Revenue target of **$14,635,470**.

(Cr Montgomery / Cr Bow)

CARRIED / CARRIED U

Council further noted the importance of formally reserving the funds, and that the Audit & Risk Committee plan to include provision for this in the Treasury and Investment Policy, to be brought to Council.

AP05/24 Audit & Risk Committee to propose a reserves motion for the capital fund to Council.

2.3	**DNCL Plan/Budget 2024/25**

Vivien introduced the DNCL budget for approval of the management fee. The budget had been approved by the DNCL board at their last meeting, and is focused on the DNC strategic goals for 2024/25.

Council noted in particular the goal to *revitalise the DNC through centering Te Tiriti o Waitangi throughout our systems, culture and core functions*.

Vivien outlined how the budget deficit for the current financial year has been converted to a surplus by the work of the new Domain Name Commissioner in reviewing vendors and renegotiating prices.

The DNCL board has approved a budget deficit for 2024/25, with a clear message that the budget needs to break-even by next year.

RN19/24 That Council **receives** the budget for FY 2024/25 noting the three year projection.

RN20/24 That Council **approve** the DNC Management fee for 2024/25 at $1,650,000.

(Cr Pearce / Cr Wallace)

CARRIED / CARRIED U

Section 3 - Consent Agenda

3.2	**Minutes of the meeting 9 February 2024**
	RN21/24 That Council **approve** the minutes of 9 February 2024. (Cr Rahman / Cr Roy) **CARRIED / CARRIED U** **AP06/24** CE to bring a proposal for public report on progress towards SRR goals at the May Council meeting.

Section 4 - Other matters

4.1	**Meeting close (karakia or waiata)**
	President Liddicoat led Council in a closing karakia.

E-Vote Ratification

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

Evote:	Motion:	For:	Against:	Abstain:
20032024	THAT Whetu Fala and Anthony Bow each be reappointed as appointed Councillors of InternetNZ for a period of two years.	President Liddicoat Vice President Wallace Cr Biasiny-Tule Cr Montgomery Cr Judd Cr Roy Cr Rahman Cr Pearce Cr Hulse		
23042024	THAT the Audit Engagement Letter for the year ended 31 March 2023 (attached) is accepted and approved for signing by the A&R Chair. THAT the Required Enquiries from TCWG (attached) is accepted and approved for signing by the A&R Chair.	President Liddicoat Vice President Wallace Cr Montgomery Cr Judd Cr Roy Cr Rahman Cr Pearce Cr Hulse Cr Fala Cr Bow		

Recommendation

THAT Council **ratify** the e-votes.

Group financial statements

to the quarter ended 31 March 2024

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Consolidated Income Statement

Internet New Zealand Group
Consolidated Income Statement
Year to date (YTD) 31 Mar 2024

	Notes	Group YTD	Group Budget	+/- $	+/- %	Parent YTD	Parent Budget	+/- $	+/- %
Income - Operating									
Registry Fees		13,468,538	13,624,242	(155,704)	-1%	13,468,538	13,624,242	(155,704)	-1%
Broadband Map		44,050	76,500	(32,450)	-42%	44,050	76,500	(32,450)	-42%
Sundry Income	2 (a)	195,776	109,001	86,775	80%	400,903	361,528	39,375	11%
Total Operating Income		**13,708,364**	**13,809,743**	**(101,379)**	**-1%**	**13,913,491**	**14,062,270**	**(148,779)**	**-1%**
Less Direct Expenses									
Domain Name Commission Fee	1 (a)	-	-	-	-	1,635,000	1,635,000	0	0%
.nz Costs		1,998,884	2,116,438	117,554	6%	1,998,884	2,116,438	117,554	6%
Other		98,954	115,835	16,881	15%	98,954	115,835	16,881	15%
Total Direct Expenses		**2,097,838**	**2,232,273**	**134,435**	**6%**	**3,732,838**	**3,867,273**	**134,435**	**3%**
Less Other Expenses									
Audit		43,200	41,000	(2,200)	-5%	33,000	31,000	(2,000)	-6%
Amortisation & Depreciation		367,606	373,150	5,544	1%	309,021	315,502	6,481	2%
Registrar Engagement		12,693	18,000	5,307	29%	3,202	10,000	6,798	68%
Communications		102,125	136,228	34,103	25%	26,949.40	50,000	23,051	46%
Community Investment/Engagement		1,241,556	1,416,500	174,944	12%	1,241,556	1,416,500	174,944	12%
Domain Name Commission		159,469	161,700	2,231	1%	-	-	-	-
Employment		6,837,473	7,335,645	498,172	7%	5,978,756	6,391,262	412,506	6%
Governance		416,172	426,494	10,322	2%	370,224	374,424	4,200	1%
International		316,525	277,946	(38,579)	-14%	263,996	228,065	(35,931)	-16%
Legal		73,481	152,500	79,019	52%	46,767	102,500	55,733	54%
Operational		1,887,128	2,222,836	335,708	15%	1,814,552	2,080,164	265,612	13%
Projects		4,125	0	(4,125)	0%	-	-	-	-
Security		89,515	88,328	(1,187)	-1%	89,515	88,328	(1,187)	-1%
Total Expenses		**11,551,067**	**12,650,327**	**1,099,260**	**9%**	**10,177,539**	**11,087,745**	**910,206**	**8%**
Net Operating Profit (Loss) Before Tax		**59,458**	**(1,072,857)**	**1,132,316**	**-106%**	**3,114**	**(892,748)**	**895,862**	**-100%**
Net Operating Profit (Loss) Before Tax		**$59,458**	**($1,072,857)**	**$1,132,316**	**-106%**	**$3,114**	**($892,748)**	**$895,862**	**-100%**

Notes:
The income and expenditure lines for the individual entities
Do not add to the Group totals due to the following intra-group entries being eliminated.
1 (a) The DNCL fee paid by INZ ($1,635,000) to DNCL.
2 (a) GSE paid by DNCL ($276,527) to INZ

Reference:
Details on the DNCL results are available in the Quarterly DNCL report to Council dated 31st March 2024.

	Group YTD	Group Budget	+/- $	+/- %	Parent YTD	Parent Budget	+/- $	+/- %
			FOR INFORMATION PURPOSES ONLY					
Investing Income								
Interest Received	579,111	449,259	129,852	0	540,432	419,259	121,173	29%
Fair Value Gains/(Losses) on Managed Funds	735,562	223,119	512,443	230%	735,562	223,119	512,443	230%
Realised gains on Foreign Exchange	8,772	-	8,772	0%	8,772	0	8,772	0%
Total Investment Income	**1,323,444**	**672,378**	**651,066**	**97%**	**1,284,765**	**642,378**	**642,387**	**100%**
Managed Funds Fees	16,496	15,912	(584)	-4%	16,496	15,912	(584)	-4%
Total Expenses	**16,496**	**15,912**	**(584)**	**-4%**	**16,496**	**15,912**	**(584)**	**-4%**
Net proceeds from Investing Activities	**$1,306,949**	**$656,466**	**$651,650**	**99%**	**$1,268,270**	**$626,466**	**$642,971**	**103%**

Due to rounding of cents, numbers presented throughout this report may not add up precisely to the totals provided in dollars.

Consolidated Income Statement – By Function

Internet New Zealand Group
Consolidated Income - Function Based
Year to date (YTD) 31 Mar 2024

	Notes	Group YTD	Group Budget	+/- $	+/- %	Parent YTD	Parent Budget	+/- $	+/- %
Income - Operating									
Domain Name Commission - Sundry		71,400	24,000	47,400	198%	-	-	-	-
Te Puni Whakawhanake Rawa (Customer and Product)		13,512,588	13,750,742	(238,154)	-2%	13,512,588	13,750,742	(238,154)	-2%
Te Puni Whiriaa (Public Impact)		120,042	34,700	85,342	246%	168,219	82,856	85,363	103%
Te Puni Raupa (Organisational Performance)		4,334	300	4,034	0%	232,684	228,672	4,012	2%
Total Operating Income		**13,708,364**	**13,809,742**	**(101,378)**	**-1%**	**13,913,491**	**14,062,270**	**(148,779)**	**-1%**
Less Activity Expenditure									
Domain Name Commission	2 (a)	1,373,528	1,562,582	189,054	12%	-	-	-	-
Te Puni Whakawhanake Rawa (Customer and	1 (a)	4,799,690	5,080,580	280,890	6%	6,434,690	6,715,580	280,890	4%
Te Puni Whiria (Public Impact)		3,079,603	3,324,079	244,476	7%	3,079,603	3,324,079	244,476	7%
Te Puni Māori		458,166	696,748	238,582	34%	458,166	696,748	238,582	34%
Te Puni Raupa (Organisational Performance)		3,937,919	4,218,610	280,691	7%	3,937,919	4,218,611	280,692	7%
Total Expenses		**13,648,905**	**14,882,599**	**1,233,694**	**8%**	**13,910,377**	**14,955,018**	**1,044,641**	**7%**
Net Operating Profit (Loss) Before Tax		**59,458**	**(1,072,857)**	**1,132,316**	**-106%**	**3,114**	**(892,748)**	**895,862**	**-100%**
Net Operating Profit (Loss) Before Tax		**$59,458**	**($1,072,857)**	**$1,132,316**	**-106%**	**$3,114**	**($892,748)**	**$895,862**	**-100%**

Notes:

The income and expenditure lines for the individual entities

Do not add to the Group totals due to the following intra-group entries being eliminated.

1 (a) The DNCL fee paid by INZ ($1,635,000) to DNCL**.**
2 (a) GSE paid by DNCL ($276,527) to INZ

					FOR INFORMATION PURPOSES ONLY			
	Group	Group	+/-	+/-	Parent	Parent	+/-	+/-
Investing Income	YTD	Budget	$	%	YTD	Budget	$	%
Interest Received	579,111	449,259	129,852	29%	540,432	419,259	121,173	29%
Realised gains on Foreign Exchange	8,772	0	8,772	0%	8,772	0	8,772	0%
Fair Value Gains/(Losses) on Managed Funds	735,562	223,119	512,443	230%	735,562	223,119	512,443	230%
Total Investment Income	**1,323,444**	**672,378**	**651,066**	**97%**	**1,284,765**	**642,378**	**642,387**	**100%**
Managed Funds Fees	16,496	15,912	(584)	-4%	16,496	15,912	(584)	-4%
Total Expenses	**16,496**	**15,912**	**(584)**	**-4%**	**16,496**	**15,912**	**(584)**	**-4%**
Net proceeds from Investing Activities	**$1,306,949**	**$656,466**	**$651,650**	**99%**	**$1,268,270**	**$626,466**	**$642,971**	**103%**

Due to rounding of cents, numbers presented throughout this report may not add up precisely to the totals provided in dollars.

Consolidated Movements in Equity

Internet New Zealand Group

Statement of Movements in Equity

Year to date (YTD) 31 Mar 2024

	GROUP	INZ	DNCL
Equity at start of period			
Opening Retaned Earnings	10,539,128	10,248,305	290,823
Shares Subscribed	-	-	580,000
	10,539,128	10,248,305	870,823
Net Profit (Loss) After Tax	1,366,407	1,271,383	95,024
Equity at end of period	**$11,905,535**	**$11,519,689**	**$965,847**

Consolidated Balance Sheet

Internet New Zealand Group

Balance Sheet

As at 31 Mar 2024

	GROUP	INZ	DNCL
Current Assets			
Cash and Cash Equivalents	13,169,230	12,289,883	879,347
Managed Funds	5,705,644	5,705,644	-
Other Current Assets	1,754,623	1,697,693	56,930
Total Current Assets	20,629,497	19,693,220	936,277
Non-current Assets			
Property, Equipment & Software	2,901,122	2,530,301	370,821
less: Accumulated Depreciation	(1,104,216)	(893,204)	(211,012)
Intangible Assets	4,052,482	4,052,482	-
less: Amortisation	(1,176,066)	(1,176,066)	-
Investments	-	-	-
Shares and Loans	-	580,000.00	-
Total Assets	25,302,819	24,786,733	1,096,086
Less Liabilities:			
Deferred Income	11,613,259	11,613,259	-
Trade and Other Payables	1,784,025	1,653,786	130,239
Total Liabilities	13,397,284	13,267,045	130,239
Net Assets	**$11,905,535**	**$11,519,689**	**$965,847**

Represented By:

Total Equity	**$11,905,535**	**$11,519,689**	**$965,847**

Notes:

The following items have been removed upon consolidation.

1 Share in DNCL wholly owned by InternetNZ.

2 Share subscription with respect to shares issued to InternetNZ by DNCL

Due to rounding of cents, numbers presented throughout this report may not add up precisely to the totals provided in dollars.

Group Revenue Analysis to the Period ending 31 March 2024

Consolidated Revenue		Actual	Budget	Variance	% of Total Sales
Registry Fees		13,468,538	13,624,242	(155,704)	98.3%
BBM		44,050	76,500	(32,450)	0.3%
Sundry - Membership		5,857	8,700	(2,843)	0.0%
Sundry - Misc.	3 (a)	189,919	100,300	89,619	1.4%
Total Operating Revenue		**13,708,364**	**13,809,742**	**(101,378)**	**100%**

Notes:
INZ revenue excludes
3 (a) GSE paid by DNCL ($276,527) to INZ

FOR INFORMATION PURPOSES ONLY				
Net proceeds from Investing Activities	1,306,949	656,466	650,483	9.5%

- Revenue is reported excluding investment activities to reduce market distortion.

- Fair value gains of **$333k** on managed funds for the quarter increased the return on gain from Q3 of (**$291k),** resulting in year-end returns of **$719K** after fees. Term deposit returns for the quarter were **$313k** YTD **$579k**. Revaluation of USD funds held at year-end were **$9K**. Total investment returns (before fees) for the year-ended 31.03.2024 **$1.3M.**

- The accounts report a Total Operating revenue for the quarter of **$3.4M** and **$13.7M** YTD, up by $100k compared to the same period last year.

Group Expenditure Analysis by Function to the Period ending 31 March 2024

Consolidated Expenditure by Function		Actual	Budget	Variance	% of Total Expenditure
Domain Name Commission	4 (a)	1,373,528	1,562,582	189,054	10.1%
Te Puni Whakawhanake Rawa/Cust & Prod		4,799,690	5,080,580	280,890	35.2%
Te Puni Whiria/Public Impact		3,079,603	3,324,079	244,476	22.6%
Te Puni Maori		458,166	696,748	238,582	3.4%
Te Puni Raupa/Organisational Performance		3,937,919	4,218,610	280,691	28.9%
Total Operating Expenditure		**13,648,905**	**14,882,599**	**1,233,694**	**100.0%**

Notes:
DNCL expenditure excludes
4 (a) GSE paid by DNCL ($276,527) to INZ

Most underspend variances are attributable to reduced employment and overall operational costs that include costs associated with reduced staffing numbers and impacted work areas.

Due to rounding of cents, numbers presented throughout this report may not add up precisely to the totals provided in dollars.

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Summary reporting by functional areas of expenditure: -

Outlined below is a summary of each function.

Te Puni Whakawhanake Rawa/ Customer and Product

- Running of the .nz registry and Broadband Map services.
- Data insights and analytics
- IT infrastructure and product technology

Te Puni Whiria/Public Impact

- Funding, Public policy, internet governance, including international.
- Community Engagement, including membership, Communications – External and brand and Events Management

Te Puni Māori

- Māori sector partnership and relationships
- Rautaki Māori
- Māori cultural intelligence and cultural capability

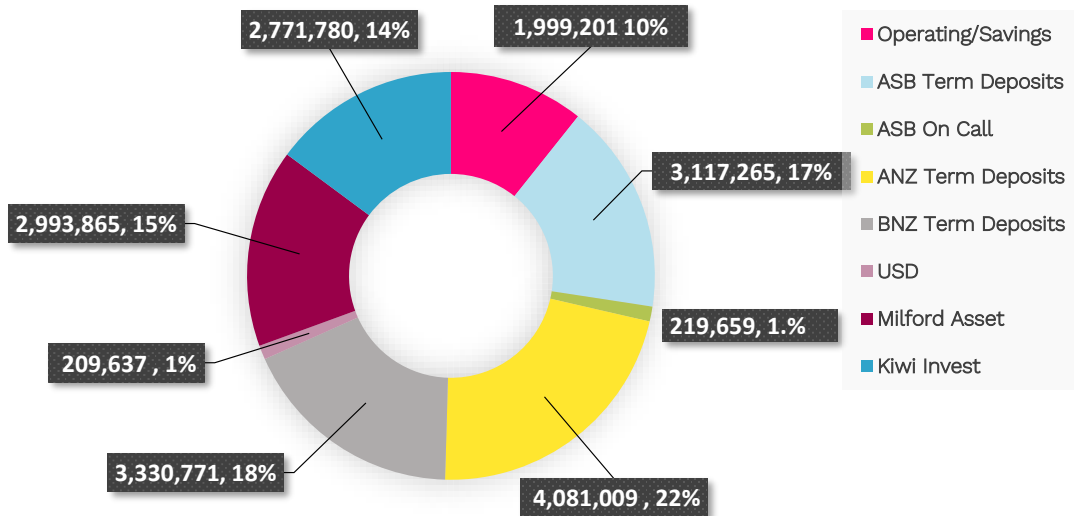**Te Puni Raupa/Organisation Performance**

- Governance, Strategy, planning, and performance.
- Security, compliance (including legal) and Privacy.
- HR and Finance, Technology Strategy, and Internal IT

Due to rounding of cents, numbers presented throughout this report may not add up precisely to the totals provided in dollars.

Group Investments as of 31 March 2024

The chart below shows the percentage spread of funds invested **($18,663,186)** across all institutions as of 31 March 2024.

Group Investment Portfolio

- 2,771,780, 14%
- 1,999,201 10%
- 2,993,865, 15%
- 3,117,265, 17%
- 209,637 , 1%
- 219,659, 1.%
- 3,330,771, 18%
- 4,081,009 , 22%

Legend:
- Operating/Savings
- ASB Term Deposits
- ASB On Call
- ANZ Term Deposits
- BNZ Term Deposits
- USD
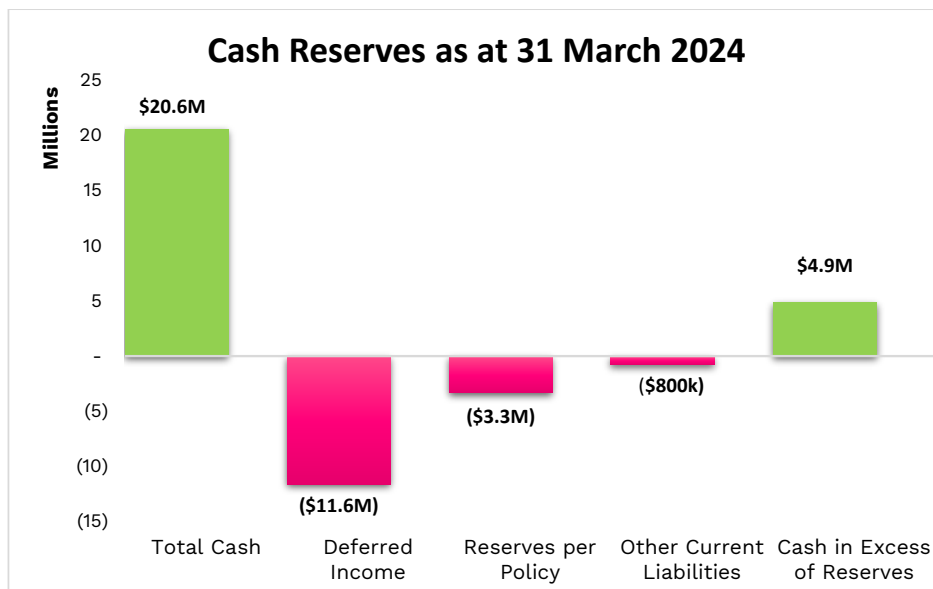- Milford Asset
- Kiwi Invest

Due to rounding of cents, numbers presented throughout this report may not add up precisely to the totals provided in dollars.

Group Cash in Excess of Reserves as of 31 March 2024

We report the Cash in Excess of Reserves position as of 31 March 2024 at **$4.9M** as provided below:

Total Cash & Current Assets	$20,577,767
less: Deferred Income	($11,613,259)
less: Reserves as per the policy	($3,337,485)
less: other Current Liabilities	($754,193)
Cash in Excess of Reserves	$4,872,831

The close for the financial year-ended Mar 2023-24 **Net Equity reports at $12.M** (reported at quarter-ended 31 Dec 2023 as $12.M) and the **Net Equity minus Reserves** position at **$7.M** ($7.M in the previous quarter).

This exceeds the measure currently required by the *Financial and Investment Strategy Policy*, which sets the Net Equity minus Reserves target at $5.5M.

Due to rounding of cents, numbers presented throughout this report may not add up precisely to the totals provided in dollars.

COUNCIL MEETING - May 2024

Membership Report

PURPOSE: Progress and work for membership of InternetNZ
DATE WRITTEN: April 2024

Executive Summary

Current membership (at 31 March 2024)

	31 Jan 2023	31 Mar 2023	30 Jun 2023	30 Sept 2023	31 Dec 2023	31 Mar 2024
Fellows	32	32	35	38	38	**38**
Individual	311	336	297	307	309	**321**
Individual Plus	11	11	11	9	9	**9**
Small organisation	20	21	22	16	15	**15**
Large organisation	2	2	2	1	1	**1**
Total Membership	376	402	367	370	371	**384**

Items to Note

Activities to support membership engagement
Since the last report in February 2024, we have:

- Hosted an online CE, and members meet up in February 2024.
- Provided members with the opportunity to engage on the Global Digital Compact.
- Commenced planning for the annual elections and AGM.

Recommendation

THAT Council **note** the new members.