
Chief Executive's Report

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Purpose of paper: Report of the Chief Executive to 30 September 2013

Introduction

This report conveys critical risks or other risks Council should be aware of, my priorities in the period since the August Council meeting, planned priorities for the period from now until the end of the year, staffing and contractor issues, and other matters.

Separate papers are attached on the following:

- A - Operations Update to 30 September 2013
- B - Business Development
- C - Planning Cycle & 2014 Meeting Schedule
- D - Policy Advisory Group – open or closed? (Susan Chalmers)
- E - Travel Reports (Dean Pemberton, Ellen Strickland, and Susan Chalmers)

The financial report for the five months to August 2013 follows these papers.

As always, feedback from Councillors or members on the content of this report is very welcome.

I: Critical Risks / Other Risks

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

InternetNZ is participating in the Coalition for Fair Internet Pricing, a high profile disagreement with the Government in an area where they appear to be more sensitive than usual. This follows our public opposition to the GCSB bill and ongoing concerns with the TICS legislation and TPP. There is some risk that InternetNZ could be viewed as overly critical of the Government. This risk is being mitigated in a range of ways, for discussion at the meeting, but key among these is to note that in most areas of policy affecting the Internet, InternetNZ is broadly supportive of the government's approach. We actively look for ways to support the Government publicly and in conversations with key officials. Disagreement on some issues needs to be considered in that context.

With the large number of issues currently at play, there are some risks of overload for the operating team. These are being managed ad hoc, and will continue to be so in the short term.

2: Recent Priorities

Operating team

The work that has been done by the operating team is summarised in the attached Operations Update. Of particular note have been the following matters:

- Producing the ANZIAs
- The establishment of the Coalition for Fair Internet Pricing
- Progressing the Community Funding Review
- Further development of the Website IA review
- Submissions and participation in debates on GCSB/TICS legislation
- Production of the members engagement sessions around NZ
- IGF Fellowships and preparation for New Zealand participation

Chief Executive

Since the last meeting of the Council, and aside from general work, I have been focused on the following issues, generally in descending priority order:

- Induction of new Communications Lead David Cormack
- Leadership role in the Campaign for Fair Internet Pricing
- Progressing internal staff policies, including codes of conduct and HR policies
- Preparation for the Strategic Retreat, and associated Objects Review
- Identity Review progressed following August Council discussion
- Progressing the International Strategy towards the draft presented at this meeting
- Induction of new Councillors
- Having a holiday!

Planned priorities identified in the previous report that did not receive any attention include:

Area not progressed	Explanation
Team alignment and culture workshop	Time poor – to progress in November
Launch of Auckland premises	Handover delayed due to fitout
Incorporating my KPAs into the workplan	Council has not finalised these

3: Priorities for the next three months

For the period October to December 2013, the following main priorities are being pursued.

Operating Team

- Review and refresh goals for the second six months of the year, including update to work plans to cover the second half of the financial year

- Complete implementation of Community Funding review
- Participation in Internet Governance events in Australia & Indonesia in October
- Work on Strategic Goals, Values for Council consideration in December
- Complete phases 2-4 of InternetNZ identity review
- Go or no-go on NetHui South
- Policy engagement and PDP refresh completed
- Participation in a range of other IG events (ICANN in particular)

Chief Executive

The following are broad areas of focus in the October-December quarter.

- **Strategy development:** turning the outcomes of the Strategic Retreat into a coherent package of Vision/Mission/Values/Goals and Objects for Council consideration before and at the December meeting, with associated work on Subsidiary Statements of Expectations and budget planning. This will incorporate identity review inputs, esp. stakeholder survey information.
- **Governance and internal policies:** besides internal InternetNZ business unit policies (I have completed an audit of the HR framework and several pieces of work flow out of that), the three CEs are making progress on broader governance policies. This meeting sees the International Strategy; papers on a Governance Policy Development Policy, a paper setting out what policies the CEs expect to see in the overall framework, and a new business development policy will be available in December.
- **Staffing:** it is becoming clearer to me that the INZ operating team is below the capacity required to execute the Business Plan and the wide range of work members, stakeholders and Council expect. I will be developing a clear view of where change is required and the cost of this for the December meeting.
- **Internet Governance:** my induction to our international work continues, with trips to IGFs in Australia and the global version in Indonesia in October; attendance at the ICANN meeting in Buenos Aires in November, and participation in the OECD's Internet Technical Advisory Committee in Paris in December. My intention is to meet key contacts at each, and assess INZ participation, and determine what (if any) ongoing requirement for my participation each forum demands.

Besides these priorities, a number of smaller projects will be advanced as time allows:

- Broader work around team alignment, culture and ways of working to improve outputs and contentment
- Launching our new Auckland premises and associated partnerships
- Continue to transition into my role as lead InternetNZ spokesperson
- Translate the outcomes of the Identity Review into InternetNZ practice
- Understanding and incorporating my KPAs into the workplan

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

4: Staffing and Contractor matters

David Cormack started at InternetNZ on 9 September, and was thrown in the deep end in respect of the launch of the Coalition for Fair Internet Pricing. He is settling into the role well in my judgement, and his government relations experience is an important and useful complement to his comms skills, which were being sorely missed after several weeks of Campbell's absence.

We are moving to employ a full-time receptionist with a range of associated team support and accounting/administrative functions. The new team member will be advised to Council once appointed.

Ellen Strickland completed her leave to work on her PhD, and intends to submit the thesis in December.

5: Other matters

- Improvements to business continuity planning following the earthquakes in July and August near Wellington continue. I will provide an updated BCP to Council in November for review, and a range of improvements to supplies and resources in the premises, as well as agreement how we will respond to such events, have been made.

Jordan Carter
Chief Executive (Acting)
2 October 2013