Agenda for a meeting of the InternetNZ Council
Friday, 22 March 2013
Level 9 Grand Arcade Tower, 16 Willis St, Wellington

Start	Item	Person	Page number
9.00am	**Appointing a new Chief Executive**	Frank March	-
12.00pm	**Lunch**		
12.45pm	**Council and CE alone time**	Frank March	-
1.05pm	**Subsidiary Statement of Direction and Goals** DNCL SoDaG NZRS SoDaG	Joy Liddicoat Debbie Monahan Richard Currey Jay Daley	4 *(Set 2 papers)*
1.20pm	**Apologies** **Declaration of Councillor interests** **Agenda consideration - in committee items**	Frank March	- 13 -
1.25pm	**Strategy update: Goals and Transformations**	Jordan Carter	*(Set 2 papers)*
1.45pm	**Business plan and budget** - Update from member engagement - Draft Business Plan - Updated Budget	Jordan Carter	*(Set 2 papers)*
2.25pm	**Strategic partnerships**	Jordan Carter Ellen Strickland	*(Set 2 papers)*
2.55pm	**Break**		
3.10pm	**Chief Executive's Report** - Operations Update - Travel Reports	Jordan Carter	19 23 -
3.55pm	**Consent agenda item** a. Ratification of minutes: 22 February 2013 b. Outstanding Action Points report	Frank March	30 39
4.00pm	**Other business** Meeting feedback	Frank March	-
4.10pm	**Meeting ends**		-

Annotated agenda for a meeting of the InternetNZ Council
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1.05pm	**Subsidiary Statement of Direction and Goals** DNCL SoDaG NZRS SoDaG *THAT DNCL Statement of Directions and Goals be received.* *THAT NZRS Statement of Directions and Goals be received.*	Joy Liddicoat Debbie Monahan Richard Currey Jay Daley	- 4 *(Set 2 papers)*
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2.55pm	**Break**		
3.10pm	**Chief Executive's Report** - Operations Update - Travel Reports *THAT Council receive the CE's report.*	Jordan Carter	19 23 -
3.55pm	**Consent agenda item** a. Ratification of minutes: 22 February 2013 b. Outstanding Action Points report *THAT the minutes of the meeting held on 22 February 2013* *be received and adopted as a true and correct record.*	Frank March	- 30 39
4.00pm	**Other business** Meeting feedback	Frank March	-
4.10pm	**Meeting ends**		-

Subsidiary Statement of Directions and Goals

Statement of Directions and Goals

March 2013

Contents

Introduction

This DNCL Statement of Direction and Goals responds to the InternetNZ Statement of Expectations and sets out the key areas that DNCL will be focusing on in the 2013-2014 financial year.

Background

InternetNZ holds the delegation for the .nz ccTLD. Under the terms of the Operating Agreement between DNCL and InternetNZ, DNCL manages this delegation and has been appointed to manage and administer the .nz domain name space on behalf of InternetNZ. DNCL operates as the regulator of the .nz domain name space and, as such, oversees the operation of the DNS. In doing so, DNCL ensures the operation of a competitive market for the provision of registration services to the local Internet community, including .nz registrants. DNCL's functions and responsibilities include approving operational policies, authorising registrars, reviewing the performance of the shared registry service to ensure a competitive market, approving technical changes and providing information to the public about the operation of .nz.

The DNCL policy framework operates through private contractual arrangements between the DNCL and Registrars, NZRS and Registrars and between Registrars and Registrants. That DNCL policy framework sets out the requirements for those wishing to operate registration businesses in the .nz domain name space. These policies are the foundation of formal agreements, such as the Authorisation Agreement between DNCL and authorised Registrars. All .nz policies are subject to regular, public reviews with each policy having been reviewed at least twice since the current system was implemented. A critical component of this policy framework is oversight of the shared registry service that Authorised Registrars may access in order to provide services to .nz registrants.

Oversight of the shared registry services, operated by NZRS, is maintained through a Service Level Agreement that sets out the standards the shared registry service must meet, and the requirement for it to report to DNCL. The registry reports separately to Council as the shareholder on its company performance. This SLA was last reviewed in August 2011, with the next review due later this year.

All DNCL policies and related agreements reflect the principles for operating .nz as defined by InternetNZ and the requirements of a ccTLD manager. These include protecting the rights of registrants, operating fairly to ensure a competitive market in which the registry does not, for example, offer registrations to the public or discriminate between Registrars, and respecting the rights of all those associated with the .nz domain name space. It is within this overall regulatory framework that DNCL has developed strategic goals for the management and administration of the .nz domain name space.

Strategic Goals

Management and Administration of the .nz Domain Name Space

To ensure effective long term management of the .nz domain name space a set of strategic goals for .nz was developed and adopted by DNCL when it was incorporated in 2008. These goals have been approved by InternetNZ. These strategic goals are:

1.   Ensure that the .nz domain name system meets the needs of Registrants

2.   Maintain a fair and competitive market for .nz Registrars

3.   Ensure .nz is operated to industry best practice

4.   Maintain effective policies for .nz

5.   Develop and maintain effective relationships with key government and other organisations in New Zealand

6.   Promote .nz objectives internationally

Within this overall framework, Council has noted in its Statement of Expectations that DNCL is expected to meet the following strategic goals:

- Manage the operation of the .nz domain name space and the agreements and policies that underpin it
- Monitor activity in the .nz domain name space and, where necessary, regulate its use
- Represent the .nz domain name space at international fora
- Make a tangible contribution to the achievement of InternetNZ's vision, mission and strategic goals.

In particular, InternetNZ expects DNCL will:

- Prioritise the review of registrants directly registering domain names at the .nz second level;
- Proactively develop and implement steps to strengthen the public perception and value proposition of .nz, in particular in relation to generic Top Level Domains;
- Work with the New Zealand Domain Name Registry Limited (NZRS) to develop a comprehensive, rolling three year strategy for .nz and present this to InternetNZ annually at the time of reviewing the domain name fee;
- Contribute to the group shared risks register and to the agreed mitigation of the identified risks.

The SoE also sets out that in order to ensure the InternetNZ Group functions effectively overall, it is essential for the three Chief Executives to understand each other's thinking, concerns and priorities. The DNCL Chief Executive is therefore expected to attend meetings convened to discuss common group interests.

Contribution of the .nz Management and Administration Role to the InternetNZ Group

DNCL contributes to the InternetNZ group strategy process and is expected to contribute to the achievement of the group strategic priorities. For the 2013-2014 financial year these priorities have been identified as:

- Leadership: To be a leader by example; continue to be recognised as delivering the world's best practice in the Internet community, including in the management of .nz.
- Universality: Open and uncapturable, universal access to the Internet for all parts of society. Digital access as a 'human right'.
- Doing it well: Promote effective societal, economic and cultural use of the Internet.
- Multi-stakeholder Governance: NZ Government trusts our multi-stakeholder approach to Internet governance, backed up by a strong ecosystem.

New and Emerging Environmental Factors

ccTLDs operate as a niche within the broader market of Top Level Domains. But changes are occurring in the TLD space that could have significant impacts on ccTLDs such as .nz, and the DNCL strategy must respond accordingly.

Views of .nz registrants and possible changes to the .nz structure

.nz has always prided itself on considering the views of the local Internet community and the DNCL continues to monitor community views of how .nz functions and consider whether change may be beneficial. Over the last year an initial consultation was undertaken with the Local Internet Community on our proposal to allow registrations at the second level. This was in line with the 2012-2013 Statement of Expectations.

There was an unprecedented level of interest in the proposal with more than 100 submissions.   While no clear consensus emerged for changes to second level policy in general, there was broad support for the details of the proposal should it proceed indicating a need for more policy development and dialogue with submitters to understand their concerns and seek options for addressing them. DNCL undertook this and has decided that it is appropriate to have a second consultation with updated information, the rationale for the proposal and amendments which take into account submissions on the initial proposals.

DNCL considers it important to ensure that .nz remains relevant into the future and that considering possible changes to how we operate is part of that. How .nz fits in the international landscape is important if we are to be an ongoing option for domain name registrations. Allowing registrations at the second level is more consistent with this intent than our current structure, however the current system is also well known and working well. It is desirable that any change to .nz has as close to consensus agreement as possible and DNCL will strive to achieve that in line with our strategic goals for .nz DNS management and administration.

New gTLDs

The largest unknown factor in 2013 and 2014 in the domain name environment will be the impact of new gTLDs on existing TLD managers and registries, particularly ccTLDs. Over the course of this year, ICANN will begin processing applications for new gTLDs, including the likelihood of a .kiwi being created. The impact on .nz is not clear and there are many differing views.

There are some who believe that the creation of new gTLDs will put pressure on the current TLD options, including ccTLDs, and may result in decreased registrations in those registries. Another view is that the promotion of gTLDs will raise awareness of domain names and that this will help to increase the overall penetration and registration of domain names with ccTLDs and other registries benefiting from that. A third view is that ccTLDs are generally seen as belonging to that country and that all those wishing to identify with that country will continue to register in that ccTLD despite other options being available.   For .nz, we have a country code that relates to a recognised abbreviation of our country so the association with New Zealand is strong and may assist. We continue to keep this under active review and are monitoring developments closely.

Security

Retaining, and extending, confidence in .nz is important, yet a range of security issues are emerging that need active engagement and strategic response. We see there will be an increased focus on security matters given this remains an area of concern for many as the reliance on the Internet for business and trade increases. The government has also identified a commitment to this area as demonstrated by the publication of 'New Zealand's

Cyber Security Strategy' in June 2011 and the establishment of the National Cyber Policy Office, within the Department of Prime Minister and Cabinet, in 2012.

Over the last year a significant amount of work has been done on DNSSEC policy and technical development and the .nz zone is now signed. This was important to introduce but work needs to be done on promoting the benefits of DNSSEC and why both Registrars and Registrants should be interested in this initiative. DNSSEC should also be supplemented by security related policies and compliance to ensure defined standards are met. DNCL has identified a number of security and technical issues that have policy implications and which will require group input including further roll out of IPv6, DNSSEC and IDNs. The rollout of DNSSEC should also be reviewed and its ongoing implementation closely monitored.

Opportunities and Challenges

The changing environment provides opportunities and challenges. Promoting and marketing the benefits of .nz will become increasingly important as the range of registration options increases with the arrival of a greater range of open gTLDs. Promoting the benefits of .nz and raising general awareness of why .nz is a sensible and safe choice for Registrants is an ongoing task for DNCL. Registrants, and potential Registrants, should be informed about domain names and what having a domain name can do for them, their business or organisations.

In this dynamic environment of expanding choice for registrants, a key challenge is to ensure that the benefits of .nz registrations remain strong, clear and up to date. We have reviewed the strategic goals for .nz and consider these remain appropriate for the .nz ccTLD manager, and are critical to ensure a fair and competitive market for .nz registrations and uphold core InternetNZ principles. DNCL will ensure that the fundamental policy framework that governs .nz remains and that .nz registrants continue to be supported within existing strategic objectives and regulatory oversight. In this way DNCL will ensure that the .nz domain name space continues to meet the needs of Registrants and Registrars, and is respected and trusted.

However, it is also vital that we continue to improve the domain name experience of .nz domain name Registrants where possible and appropriate. DNCL has carried out a number of improvements including policies for gradual reduction of domain name fees, oversight of the roll out of DNSSEC, expanded search functionality for registrants, developing an interface with the Companies Office and the introduction of internationalised domain names. DNCL has also written a series of 'thought pieces' explaining different aspects of .nz, including the dispute resolution service, and these have been published in a range of publications including trade journals. But more work is needed in 2013-2014, in conjunction with NZRS, to develop and implement steps to strengthen the public perception and value add proposition of .nz.

We have the opportunity to expand the range of choices within the .nz domain name spaces and, in doing so, DNCL can strengthen the .nz experience and open competition and choice for registrants. Reviewing and considering change to the .nz space, in order to keep it current and relevant, is part of the environment we now find ourselves in.

2013 marks the 10 year anniversary of declaring the .nz market competitive. This is a significant milestone and allows us to highlight a number of the achievements including the development of a full policy framework, development of the Domain Name Commissioner function, implementation of a dispute resolution service and a SLA in place with the registry. This will also be used to create strategic opportunities to promote the .nz strategy during the year.

Managing legal risks

The holder of any TLD delegation is exposed to serious and significant risks, including litigation from third parties and action by law enforcement and other government authorities. InternetNZ insulated itself from this risk by delegating management of the ccTLD space to DNCL. DNCL manages this risk through principled, fair and impartial administration of .nz in the public good, as outlined in RFC 1591. Management of this legal risk remains a high priority for DNCL.

In the court of public opinion, the credibility of the .nz domain name space also rests on strong dispute resolution policies and fair, competitive contractual arrangements that ensure properly authorised and competent Registrars, and our policy and technical oversight of NZRS. Changes in gTLD policy as well as new and emerging security issues mean that DNCL must be extremely vigilant in managing legal risks to .nz and continuing to maintain high levels of regulatory standard setting and oversight.

Contribution to INZ group

DNCL is committed to supporting InternetNZ Group strategies and awareness of issues affecting the wider strategic focus. This area, however, generally has only a minor impact on DNCL day to day activities with our "business as usual" functions around policy and compliance remaining the clear priority and major work requirement as the registrations at the second level project is considered part of our core activities.

DNCL Strategy

The DNCL Statement of Expectations and Goals responds to this environment and to Council's Directions, through a strategy of:

- Effective management and administration of the .nz ccTLD domain name space
- Promoting the benefits of .nz registration
- Expanding the choices available to .nz registrants
- Improving the .nz registration experience

Working with NZRS on a Joint .nz Business Strategy

The .nz "advantage" is multi-faceted, with DNCL ensuring a safe, secure and fair environment governed by New Zealand law and the registry providing a robust and reliable service under DNCL oversight. DNCL has worked with NZRS to develop a shared .nz business strategy. NZRS has affirmed the six broad strategic goals of DNCL for management and administration of the .nz space. The .nz business strategy responds to the current environment and provides an avenue for each, in their respective roles, to promote .nz objectives. In the coming year, we will work with NZRS to develop a three year strategy document.

As we have noted, promoting the .nz benefits, and why .nz offers services and support that may not be available with another choice of TLD, will be a greater requirement and focus in a market with expanding options. Work in this area has been identified and initiatives developed in conjunction with NZRS. The .nz strategy recognises the respective roles of the two organisations in the area of promoting and marketing .nz.

DNCL's regulatory oversight role of NZRS inevitably gives rise to tensions in the management and administration of the .nz domain name space, particularly where views differ about the options for promoting, marketing, or selling .nz domain names. The new

gTLD environment has heightened aspects of this and also provided new opportunities for creativity within existing roles and responsibilities. DNCL's approach is to be constructive and to encourage and promote innovation within agreed regulatory parameters. We will continue to work with NZRS and encourage them to consider ways to improve the .nz registry experience and services they may lawfully offer to Registrars. We will also continue to clearly monitor the boundaries of our respective roles and report to Council accordingly. An indication of the enhanced cooperation between DNCL and NZRS can be seen in the development of a joint quarterly .nz report to Council, rather than only the individual reporting done in previous years.

Key Priorities and Performance Indicators

1. DNCL's main focus remains the effective oversight and administration of the .nz domain name space on behalf of InternetNZ. This involves, in part, managing the operation of the .nz domain name space, including monitoring activity and regulating the use of the space as necessary. It also includes overseeing the performance of NZRS in line with the standards set out in the Service Level Agreement between DNCL and the registry.

    ▪   DNCL will report quarterly to InternetNZ Council regarding core activities so that Council can monitor DNCL performance.
    ▪   No upheld complaints or successful court action against DNCL should result from DNCL's operations.

2. A key policy project will be continuing the evaluation of allowing registrations at the second level within the .nz domain name space. This will continue to be undertaken in a manner that is as open as practicable while not creating an unfair environment that would make good policy development and implementation difficult or problematic.

    ▪   DNCL will continue the project which includes undertaking a second consultation on the proposal and developing a process that identifies the key aspects of making a final recommendation to Council.
    ▪   Documents will be presented to Council for approval at relevant stages of the project.

3. Proactively develop and implement steps to strengthen the public perception and value proposition of .nz, in particular in relation to generic Top Level Domains. We will focus on two areas:

    ▪   Promoting DNNSEC as a valuable security tool; and
    ▪   Implementing, with NZRS, joint initiatives for promotions and marketing of .nz.

4. DNCL will promote .nz objectives internationally. We will support international developments that align with .nz objectives and share the .nz experience and success at an international level, in conjunction with NZRS.

    ▪   Reports relating to international meeting attendance, presentations and assistance to other ccTLDs will be provided as part of DNCL's reporting to Council. These will demonstrate the contribution .nz is making internationally.

5. DNCL will focus on a greater contribution to wider industry DNS trust and security matters. We will strengthen .nz policies to include greater security measures.

- ▪ Contribution to Internet security matters will be demonstrated in reports to Council and Council will be advised of policy developments in respect of security matters.

6. As part of the InternetNZ Group, DNCL will contribute to initiatives undertaken in respect of group strategic priorities, including advising InternetNZ where such initiatives have implications for the policy and compliance framework of the .nz domain name space. Key activities will include the development of a rolling three year .nz business strategy in conjunction with NZRS

- ▪ Rolling .nz strategy developed and presented to the InternetNZ Council

Draft Three Year Budget

Under the terms of the Operating Agreement between DNCL and InternetNZ, the company operates on a "break even" basis and sets the management fee to ensure the current contingency fund of around $700,000 does not increase significantly, and also does not breach the requirement that it not exceed 60% of the annual operating budget.

		2013/14 Draft Budget	2014/15 Draft Budget	2015/16 Draft Budget
INCOME				
Management Fee		1,495,872	1,570,666	1,649,199
Authorisation Fees		9,000	9,000	9,000
DRS Complaint Fees		36,000	36,000	36,000
Interest		13,000	13,000	13,000
Total		*1,553,872*	*1,628,666*	*1,707,199*
EXPENSES				
Staff and Office Costs		824,350	849,081	874,553
Professional Services and Communications		186,800	214,854	218,000
Dispute Resolution Service		117,100	117,100	117,100
DNCL and DNC activities		211,280	215,638	220,128
International		259,000	264,160	269,475
Total		*1,598,530*	*1,660,833*	*1,699,256*
Capital		32,000	50,000	35,000
Gross profit/loss		*(76,658)*	*(82,167)*	*(27,057)*

Note: No provision has been made in the budget for any changes that may arise from the proposal to allow registrations at the second level. The DNCL budget will be recalculated should a decision to proceed be made.

Joy Liddicoat
Chair, DNCL

Declaration of Councillor interests

![InternetNZ logo]

INTERNETNZ COUNCILLOR REGISTER OF INTERESTS

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

Officers and Councillors receive the following annual honoraria:

Honoraria

President - $18,000
Vice President - $11,250
Councillor - $9,000

Name: Frank March
Position: President, InternetNZ
Term: AGM 2012 - AGM 2015
Declaration Date: 21 March 2007, updated 25 July 2011

Interests:

- Holds two .nz domain name registrations
- Member of NZ Association of Scientists
- Employed by the NZ Government (Ministry of Economic Development), consequently:
- NZ representative on the Governmental Advisory Committee of ICANN
- Technical advisor to the Trans Pacific Partnership negotiators for the Telecommunications and Ecommerce Chapters
- Member of IPv6 Steering Group and administration team
- Member of the Institute of Directors
- Officer's Honorarium for InternetNZ

 Name: Jamie Baddeley
Position: Vice President, InternetNZ
Term: AGM 2012 - AGM 2015
Declaration Date: 28 August 2007, updated 17 October 2011

Interests:

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

Name: Donald Clark

Position: Councillor, InternetNZ
Term: AGM 2011 - AGM 2014
Declaration Date: 20 April 2009, updated 18 August 2012

Interests:

- Holds several .nz domain name registrations
- Councillor's Honorarium for InternetNZ

Name: Michael Foley

Position: Councillor, InternetNZ
Term: AGM 2012 - AGM 2013
Declaration Date: 25 August 2007, updated 27 September 2011

Interests:

- Director of Voco Limited
- Director of Domain Name Commission Ltd
- Domain Name Commission Director's fees
- Holder of .nz domain names
- Member of Advisory Board for Lifestock Improvement Corporation
- Contracted as Programme Manager - Vodafone
- Councillor's Honorarium for InternetNZ

Name: Neil James

Position: Councillor, InternetNZ
Term: AGM 2010 - AGM 2013
Declaration Date: 28 August 2008, updated 22 November 2011

Interests:

- Fellow of IITP
- Councillor's Honorarium for InternetNZ

Name: Hamish MacEwan

Position: Councillor, InternetNZ
Term: AGM 2012 - AGM 2015
Declaration Date: 24 August 2007; updated 27 September 2011

Interests:

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

Name: Brenda Wallace
Position: Councillor, InternetNZ
Term: AGM 2012 - AGM 2015

Interests:

- Full time contractor at Weta Digital
- Member of Green Party of Aotearoa New Zealand
- A gazillion .nz domain names
- Organiser of Girl Geek Dinners Wellington
- Trustee for One Laptop per Child New Zealand.

Name: Jonny Martin
Position: Councillor, InternetNZ
Term: AGM 2010 - AGM 2013
Declaration Date: 28 August 2007, updated 6 March 2009

Interests:

- Employee of Packet Clearing House
- Shareholder of FX Networks Ltd
- Director of the Asia Pacific Internet Association (APIA)
- Member of NZNOG and APRICOT organising committees
- Holds a number of .nz and .net domain names
- Councillor's Honorarium for InternetNZ

Name: Nat Torkington
Position: Councillor, InternetNZ
Term: AGM 2011 - AGM 2014
Declaration Date: 1 October 2009, updated 17 October 2011

Interests:

- Kiwi Foo Conference organiser
- Member of the advisory board to the Government Information Systems group within the Department of Internal Affairs
- Member of the Industry Advisory Board of the Auckland Bioengineering Institute
- Founder of Open New Zealand
- Sits on the Library Information Advisory Commission
- Blogger for O'Reilly Media
- Past consultant for Telecom New Zealand on innovation, and may continue to do so in the future
- Advisor to the American cloud computing startup Opscode
- Advisor to Spotlight Reports, NZ-based web startup
- Director, Silverstripe
- Director, He Hononga Software Ltd.
- .nz, .com, .org, .cn, .us, .me domain registrant
- Advisor to PHP Fog
- Advisor to 77 Pieces
- Director, GNAT Limited
- Councillor's Honorarium for InternetNZ

Name: Michael Wallmannsberger
Position: Councillor, InternetNZ
Term: AGM 2011 - AGM 2014
Declaration Date: 31 July 2006, updated 7 January 2011

Interests:

- Employee of ASB Bank Limited
- Member of the New Zealand Labour Party.
- .nz domain name registrant
- Member of the Standards Council
- Shareholder/Director, Wallmannsberger Ltd
- Director of .nz Registry Services
- Councillor's Honorarium for InternetNZ

Name: Lance Wiggs
Position: Councillor, InternetNZ
Term: AGM 2010 - AGM 2013
Declaration Date: 9 August 2010, updated 28 June 2012

Interests:

- Beneficiary shareholder of Pacific Fibre Limited
- Owner and director of LanceWiggs Consulting
- Director and shareholder in several NZ companies operating online and which are owners of several .co.nz domain names
- Director of Cadimage Group Limited and associated companies
- Director of Powerkiwi Limited
- Director of Define Instruments Limited
- Director of Lingopal Limited (Australia)
- Director of Pocketsmith Limited
- Director of 200 Square Limited
- Better By Design coach for NZTE
- Shareholder and advisor to Authentic Tours Limited
- Member of the Institute of Directors
- Shareholder and advisor to Vend Limited
- Councillor's Honorarium for InternetNZ
- Member of NZCS / Institute of IT Professionals

Name: Dave Moskovitz
Position: Councillor, InternetNZ
Term: AGM 2011 - AGM 2014
Declaration Date: 9 August 2010

Interests:

- Registrant of .nz, .com, .org domains
- **Board memberships:**
- Think Tank Consulting Limited (Chair)
- WebFund Limited (Chair)
- Golden Ticket Limited (Chair)
- WebFund Golden Ticket Holdings Limited
- WebFund Smartshow Holdings Limited
- **Shareholdings (all of the above, plus):**
- Ponoko Limited
- Celsias Limited
- 8interactive Limited
- Numerous publicly listed companies
- Admin Innovations Limited (through WebFund)
- DIYFather Limited (through WebFund)
- Smartshow Limited (through WebFund)
- **Non-profit Leadership:**
- Trustee, Think Tank Charitable Trust
- Board member, AngelHQ Establishment Board
- Treasurer, Wellington Progressive Jewish Congregation
- Councillor, Wellington Regional Jewish Council
- Co-Chair, Wellington Council of Christians and Jews
- **Other memberships:**
- New Zealand Open Source Society
- Institute of Directors in New Zealand
- Springboard
- Royal Society
- Councillor's Honorarium for InternetNZ

Chief Executive's Report

FOR DISCUSSION

Chief Executive's Report

Author: Jordan Carter

Purpose of paper: **Report of the Chief Executive to 22 March 2013**

Introduction
This report conveys critical risks or other risks Council should be aware of, my priorities in the past month and for the coming six weeks.

Attached are two subsidiary papers: an operations report showing what each team member has been involved with, and a set of travel reports arising from work the team have done overseas in the past few weeks.

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

Critical Risks / Other Risks
There are no critical risks to advise the Council of as at the date of this report.

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 preparations for member engagement and membership renewals
* work on Internet Governance issues in Paris
* commencement of work on the information architecture review of the website

Chief Executive
Since the last meeting of the Council, I have been focused on the following issues, in descending priority order:
* Progressing the strategic and business planning framework, and the substantive content of strategic planning
* Execution of the membership engagement events in March, along with other team members and Councillors
* Negotiating proposed Strategic Partnerships, along with Ellen
* Attending and participating in the APRICOT and ADA events in Singapore and Canberra respectively

- Ongoing one-on-one meetings with Councillors
- Preparation of terms of reference for the review of community funding
- Assisting in preparations for Council workshop on CE recruitment
- Completing one-on-one meetings with all staff
- Ongoing stakeholder outreach efforts
- Initial consideration of internal policy framework needs
- Understanding and clearing the backlog of outstanding Council actions

Priorities for the next two months

Operating Team

I am assuming for planning purposes a two-month horizon. For the team as a whole, the following matters will be pressing in that period:

- Planning for NetHui in July, and the ANZIAs later in the year
- Business and work planning for 2013/14
- Developing a coalition in response to the Telecommunications Act review
- Preparations for Internet Governance events in Europe in May
- The review of community funding
- The audit for 2012/13
- Implementing the investment decisions made in February
- New ways for members to engage with policy work at InternetNZ

Chief Executive

The following are the areas that I will focus on as CE from now until the end of May (subject of course to new matters arising that require a change in priority). Note that the time period could include handover to a permanent CE, depending on the pace of the recruitment process.

- Completing one on one conversations with all Council members
- Finalising 2013/14 Budget and Business Plan and translating this into work plans for all staff and contractors
- Ongoing stakeholder outreach and relationship building
- Understanding and analysing stakeholder perceptions of InternetNZ and how we should respond to these
- Conducting annual staff appraisals and remuneration reviews
- Evaluating the overall posture of InternetNZ's communications effort, including the nature of the brand
- Developing with group CEs a coherent international engagement strategy to work through with Council at the May meeting

- Evaluating InternetNZ's presence in Auckland and options for collaboration with other organisations to strengthen our understanding of that region
- Developing the internal operating policies framework

Other things I intend to progress if time allows include:
- Developing ideas as to how we may advance work on the economic impact of the Internet
- Understanding and responding to the Council's need for support and engagement from the CE and operating team
- Developing initial thinking on a road-map for a new permanent CE – how their induction can best be structured
- Assessment of the operating team's capacity to deliver the planned work programme

Other matters

- I am working with Ellen to identify needs for an Auckland office and the resource implications this would have.
- I will attend the CommsDay summit in Sydney 8-10 April.
- Intra-group relationships appear to be harmonious and I have nothing to raise regarding the subsidiaries.

Jordan Carter
Chief Executive (Acting)
15 March 2013

Operations Update

Author:	Operations Team
Purpose of paper:	**Share work done by team members 22 Feb – 22 Mar 2013**

Introduction

This paper is now separate to the CE's report and gives a snapshot of what team members are focused on – primarily for the period since the last Council meeting.

This is presented by team member, in no particular order.

Staff

Campbell Gardiner

Community Investment Funding Round:
The Stage 1 applications have been assessed, with 16 applications shortlisted. Those shortlisted have now been asked to supply InternetNZ with detailed proposals (due 18 March) after which time, recommendations for funding will be made.

IPv6 CIO Luncheon:
This luncheon - sponsored by InternetNZ and organised by Fairfax Business Media / CIO Magazine - will be held on 16 April in Auckland. Planning is being progressed. The target audience is top-tier CIOs. Murray Milner (NZ IPv6 Task Force) and Dean Pemberton (INZ Technical Policy Advisor) will deliver 4 key messages - IPv6 is real and here; IPv6 is essential for reaching the entire Internet; IPv6 is now the default (training) protocol; If you do IPv6 right you can minimise your investment. REANNZ is also being approached to present, giving an user-case perspective.

Website IA Project:
Respected Wellington-based IA firm Optimal Usability has been commissioned. We are working closely with Optimal on the 'discovery' phase of the project, incorporating initial feedback on the website from stakeholders and a user survey currently underway. Next steps are digesting feedback from the user survey (post 12 April) and shaping new website structure based on that intelligence.

ANZIAs:
Date (17 September) and venue (Te Marae, Te Papa) are now confirmed. The ANZIAs website has been updated and the 'registration pack' for this year's awards has been finalised and published. Formal entries will open 1 May and close 28 June. A direct-marketing campaign to encourage New Zealand entries is planned, alongside more-standard press

release and social media activity.

Krystal Waine

NetHui:
Planning is on schedule.
Key milestones that have been achieved:

- Expressions of Interest form on website, past attendees have been e-mailed to provide us with ideas of what they would like to see at NetHui
- Sponsor prospectus produced
- Michelle A'court has been booked to MC event

Currently working on the next milestone of opening registrations on the 8 April.

ANZIAs:
Venue has been booked as per Campbells comment. Currently sourcing quotes for AV and room theming.

APRICOT 2016
In discussion with SkyCity as a venue option for the conference. Will also be looking at AUT for the workshop component.

Other Events

- Working with Susan on the Parliament Internet Forum
- Members engagement meetings being hosted around the country - Dunedin and Christchurch had a great turn out - at least 20 at each event.

Ellen Strickland

WSIS+10 and IGF Meetings
Acted as Resource Person and on core organising team for WSIS+10 meeting, in the area of remote participation. Successful side meetings and engagement with ISOC, Civil society MAG members, ICANN NCUC, GIGANet (IG academic research group) and other regional and national IG initatives.

Web Foundation Meeting
Met with Rosemary Leith (follow-up from TBL visit) and the programme coordinator of the Web Index to discuss potential collaboration with InternetNZ around analysis and 'next steps' around how NZ, as a case study/pilot of collaboration for the Foundation, might improve impacts and take up the opportunities of the Internet. A strong potential relationship and exploring options and possibilities.

Internet Research
Met with London School of Economics head of Internet and Media Policy taching, Robin Mansell. Met with a Masters student on her project on NZ approach to spectrum and a

situational analysis of Maori spectrum issues, have offered contacts and information, as well as the potential for NetHui to be a research opportunity for the project.

NetHui

- Programme development process on schedule and in full swing.
- Call for EOI out now and accessing and contacting as they come in.
- Next month will have draft programme out: advisors, facilitators, key component coordinators all contacted and have ongoing meetings.
- Volunteers, community groups and component organisers being activated and coordination plans being developed.

Strategic Partnerships

Met with 2020 and Creative Commons on Strategic Partnership proposals. Finalising details of proposed arrangements for Council. Working with NetSafe and WIP on proposals as well, with meetings on Monday 18 March to discuss detail, to be finalised before Council meeting.

Susi Cosimo

Members

Annual membership renewal notices have been sent this week. We've taken the opportunity to also send messages to all members - including to those whose memberships are not due to expire.

Susi is initiating various pieces of membership development work. This includes practical steps identified as weak areas (such as mailing list/membership database integration) through to research of other membership organisations. This research is anticipated to fuel many ideas for membership development projects.

Susan Chalmers

WSIS+10 & IGF Meetings

Engaged with key stakeholders (ISOC, APNIC, Google, civil society, MAG members and staff), participated in drafting the outcome document for the event, moderated a panel on online copyright enforcement, cultivated support for my MAG nomination, participated in the MAG consultation, observed the MAG meeting. Please consult the Trip Report for further information.

Trans Pacific Partnership, FairDeal Coalition

At time of writing, currently in negotiations with a handful of international allies to broaden the FairDeal coalition and dramatically increase its visibility (meeting to take place Feb 21st), strategic discussions with key stakeholders on how to proceed, monitoring 16th round of negotiations in Singapore (recently concluded).

Generic Top Level Domain Submission

Worked with DNC and NZRS on InternetNZ's submission to ICANN's consultation on

"closed generic" gTLDs. Submission available here: https://internetnz.net.nz/our-work/submissions/Submission-ICANN-Closed-Generic-gTLD-Applications

UBA Cross- Submission and Telecommunications Act Review
Kept abreast of our cross-submission on unbundled bistream access pricing and contributed to planning process for the strategy we will employ in approaching the Telco Act review.

Copyright Tribunal
Continued watching brief on Copyright Tribunal decisions and consolidated first two judgments into an analysis. Blog post here: https://internetnz.net.nz/news/blog/2013/Early-Lessons-Copyright-Tribunal. TechDirt picked up the blog: http://www.techdirt.com/articles/20130221/08042322056/early-lessons-new-zealands-three-strikes-punishments.shtml This has lead to an increase of visits to our website.

Victoria University Wellington E-Commerce Law Introduction
InternetNZ sponsors a prize for academic excellence in this course. Gave a 20-minute talk to students on the work of InternetNZ.

Parliamentary Internet Forum
Worked with MPs from National, Labour and Greens to orgnaise the inaugural Parliamentary Internet Forum, taking place on March 20th. Peter Dengate Thrush will discuss Internet Governance with the crowd.

Member Meetings, PAG Revamp
Attended all member meetings and sought the views of members on how to improve the PAG. Currently working on proposals for the "PAG Revamp". Dual objectives of this revamp are making PAG more enjoyable for participants and getting better advice out of participants.

Mary Tovey

Budgets
Working on revised budgets, due to the correction needed for the dividend figures, reworking the 3 yearly cash flow as a result of changes, producing a new report for the March council meeting.

February Reports
Reconciliations of Balance Sheet accounts for both INZ and DNCL, in preparation for the February financial reports. Prepare reports within the accounting systems for both entities, then produce the reports, including cash flows for February.

Year-end Preparation
Debtors follow-up for INZ, NZNOG, NZITF, send documentation to Curtis McLean for calculation of the year end depreciation, start calculating the year end adjustments.

Year end
Prepare reports, reconciliations and audit file as per year end timetable for Curtis Mclean, and BDO for both INZ and DNCL.

Membership Renewals
Process renewal payments, into accounting system manually as received.

Members Meeting
Attend the members consult meeting next week in Wellington.

NZNOG
Prepare a budget template for Trustees for use with the next conference, as requested, process NZNOG tax return for year end as needed.

DNCL
Consolidate DNCL payroll files before year end, train Dylan on year end processes, file Tax returns as needed.

NZITF
Prepare NZITF account in Xero for year end, includes filing tax return as needed, prepare Annual report for auditors.

IPv6
Prepare accounts in Xero for year end, and file tax return as needed.

Contractors

Reg Hammond

Commerce Commission Submission
The cross-submission on the Commission's UBA pricing determination was submitted on 1 March. This has been followed up by blogs and media releases. Of greatest concern is the the response of the Government to the Commission's draft decision which would imply that it intends the price of Chorus' wholesale copper broadband services to subsidise the roll out of the UFB by Chorus and that it will intervene in the independent regulatory process to achieve this - see below.. The next stage of the Commission's process will be a conference on 23/24 April.

Review of the Telecommunications Act
As part of its response, following the UBA price determination, the Government has brought forward a fundamental review of the telecommunications regulatory policy scheduled for 2016. This is considered to be "overkill" by almost all of the sector (i.e. industry and user groups). We hosted a meeting of this group under Chatham House Rules on 1 March and subsequently issued blogs and media statement. We are currently discussing with TUANZ the development of a coalition to get the focus of this review narrowed to identification and resolution of a problem - rather than the wide ranging review of the Act that has only been in place since November last year..

Submission to the TCF on the TCF Disconnection Standard
A short submission to the TCF which is attempting to provide a fair and consistent standard for disconnection of consumers for nonpayment of telecommunications services. Currently many operators have their own disconnection standards and processes. We are generally supportive of the proposed code but are seeking more detail on how compliance with the

code will be monitored and enforced.

Auckland City Digital Leaders Forum
Attended this monthly meeting on behalf of Ellen - the focus of the meeting was on leveraging benefits from the roll out of the UFB in Auckland and addressing digital divide issues. There is a proposed Digital Innovation Showcase scheduled for Labour Day weekend in October. InternetNZ sponsorship is being sought.

Dean Pemberton

Bid to host APRICOT 2016.
After a positive meeting with the APIA board in Singapore. Work continues around the preparations for a bid to host the 2016 APRICOT meeting in Auckland. While this is in the early stages, much can be leveraged from the unsuccessful 2014 bid. A meeting between Keith, Jordan, Ellen, Krystal and Dean will be convened soon to establish the next steps

APNIC Public Policy Advisory Committee (PPAC)
Following the inaugural meeting of the APNIC PPAC, a subcommittee was formed to discuss structure, rules, periodicity and function of this group. Dean has been accepted onto this subcommittee and work will begin shortly
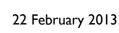
APNIC Policy-SIG
Dean is working with Izumi Okutani on a policy proposal to disambiguate certain clauses within the APNIC PDP. A draft will be sent to the Policy-SIG mailing list shortly with the intention that the final proposal be presented at the APNIC36 meeting in Xi'an in August.

InTAC
Dean has developed a rough framework around a possible theme for this years InTAC conference. It has been distributed to a limited audience and will be opened up for wider comment next week. Following that discussion, it should be possible to move forward with organising the conference.

Consent agenda items

InternetNZ

MINUTES OF COUNCIL MEETING

Status:	Draft
Present:	Frank March (President), Donald Clark, Michael Foley *(video)*, Neil James, Hamish MacEwan, Dave Moskovitz, Nat Torkington *(video)*, Brenda Wallace, Michael Wallmannsberger, Lance Wiggs
In Attendance:	Jordan Carter (CE (Acting)), Susi Cosimo, Maria Reyes (minute taker), Joy Liddicoat (DNCL Chair), Richard Currey (NZRS Chair) *(video)*, Jay Daley (NZRS CE).
Meeting Opened:	The President formally opened the meeting at 12.38pm

1. Apologies

Apologies received from Cr Baddeley and Cr Martin.

2. Strategic Planning Framework

Jordan Carter gave a brief summary of his papers.

It was noted that the dates for the Members engagement meetings had been changed and they are now going to be held in March instead of February.

The President noted that the strategic planning framework paper has been previously circulated by Vikram Kumar in December, but since then the paper has been updated and the President asked whether there are any concerns from Council on the paper itself or the recommendations raised in it.

RN 10/13: That Council agrees the process for Strategic and Business planning set out in sections 2-4 of this paper.

RN 11/13: That Council notes the schedule for Strategic and Business planning set out in section 5 of this paper.

RN 12/13: That the Chief Executive consults with NZRS and DNCL as to the interactions between the planning process set out in this paper and the subsidiaries' own planning processes, and report any issues arising and any consequential changes required to this process to the Council at the May 2013 meeting.

(President / Cr MacEwan)
CARRIED U

3. Strategic Discussion

Council went into committee at 12:50pm – 1:04pm

The President noted that Council went into committee to discuss a draft internal staff document looking at the development of a strategy which will be taken into account in presentation to members. A further outcome was that the existing documents will be taken forward pending the new strategy planning process for 2013/14.

Draft Strategy

A suggestion was made around finding an alternative term for the word "Can-do" under 'Values' in the Core Elements. The word doesn't seem to fit with the rest of the wording in that section. Jordan advised that he welcomes any suggestion from Council for a better term to replace this.

Cr Wiggs raised an issue that "access" seems to be missing in the Draft Strategy and whether this can be added in the Vision or Mission statement. He also added that "Access" has been one of the big themes that came out after the NetHui South. After a brief discussion, it was agreed that this can be discussed further at the October Strategy meeting.

RN 13/13:   That Council adopt the Vision, Mission and Values set out in this paper as elements of InternetNZ's strategy, for consultation with members in March and agree to review these again at the October Strategy meeting.

(President / Cr Moskovitz)
CARRIED
Against: Cr Wiggs

AP 04/13:   Jordan to finalise the SWOT analysis for the members' engagement meetings.

AP 05/13:   Jordan to provide a one-page summary to Council re Susan's work around the policy issues for consultation.

Council took a break at 1:12pm and reconvened at 1:41pm

Cr Foley (video), Cr Torkington (video), Richard Currey (video), Jay Daley and Joy Liddicoat joined the meeting at 1:41pm.

4. Joint .nz 3ʳᵈ Quarter Report

Joy Liddicoat gave a brief summary of the report and noted that this was the third joint .nz report from NZRS and DNCL. They are now thinking of developing a think-piece for the Strategy Day building on this work and also considering how the group can engage with Council more in terms of the joint reporting in longer term.

The President commented that there could be an addendum in the report where DNCL is specifically reporting on the Service Level Agreements (SLA). Joy replied that this might be something that DNCL can have a look at.

The President suggested that as well as the current reporting on ICANN in the quarterly report, which can be some months behind, it would be ideal to have a "catch-up sketch" as an addendum to the quarterly report. Joy advised that they tend to report around the ICANN meetings and not on the ICANN work programme so this might be something that they can think about. Joy

also mentioned that the ICANN update is part of DNCL's monthly report so a report can be sent out earlier if required.

Cr Clark raised a question around the spread of registrars and whether there is a dominant player among the top registrars. Joy responded that there is a healthy competition among registrars even those belonging to the top level. In follow up, Cr Clark asked whether we have a sense of how many registrars we want. Joy advised that we do not set a cap for the number of registrars. When asked for the registry view, Jay noted that the registrar market is competitive and that it would not be appropriate for the registry to try to decrease or increase the number of registrars.

Cr Torkington asked whether DNSSEC is being actively promoted to registrars. Jay advised that NZRS are meeting with registrars to understand their posture on DNSSEC. The feedback so far is that many of them see it as requiring high capital expenditure with limited demand and they are not yet willing to invest in it. There are discussions within government on mandating DNSSEC within .govt.nz which will encourage some registrars to implement in order to tender for that business. Internationally, the only two countries – Netherlands and Czech Republic – that have significant DNSSEC uptakes have paid for it by offering financial incentives to registrars.

A follow-up question was asked as to whether these two countries were able identify and share the benefits from having many people using DNSSEC. Jay replied that in Sweden, where there is a modest but growing uptake of DNSSEC, they have started to provide research looking at vertical markets within Sweden such as the banking sector and their overall Internet security posture s and DNSSEC is a key part of that.

The President asked whether as part of the process for reviewing the domain name fee, a proposal can come from the subsidiaries to have a differentiated charging in order to encourage take-ups of DNSSEC within New Zealand. In response, Joy advised that this has not been discussed yet but they would take this into consideration.

RN 14/13:   That the .nz third quarter ended 31 December 2012 report be received.

RN 15/13:   That the DNCL third quarter ended 31 December 2012 report be received.

RN 16/13:   That the NZRS third quarter ended 31 December 2012 report be received.

(President / Cr Wallace)
CARRIED U

5. Subsidiary Statements of Expectations
The President advised that there's been a modification on the Subsidiary Statements of Expectations (SoE). The change made was around the wording in paragraph three and that this has been sent to Debbie and Jay for their review. The President added that both Jay and Debbie were happy with the changes and they advised that they will discuss it with their Boards.

Since then, the President advised that he hasn't heard back from both subsidiaries so he asked Joy and Richard whether there are any further comments/feedback from NZRS and DNCL Boards regarding the changes in the SoE. Joy advised that the DNCL Board is happy with the changes but mentioned that there was a discussion within the Board on whether paragraph three is really necessary. But generally, they are happy with the statement and they are comfortable with the expectation that DNCL will work jointly with NZRS to develop a joint three-year strategy.

Richard advised that the NZRS Board is happy as it is.

RN 17/13:   That Council agree the attached Statement of Expectations for the financial year 2013/14 for DNCL and NZRS, and direct the President to write to the boards of each with this information.

(President / Cr Wallace)
CARRIED U

AP 06/13:   The President to write to NZRS Board and DNCL Boards re Subsidiary Statement of Expectations for the financial year 2013/14.

A suggestion was raised regarding having a Council alone time with the three Chief Executives, with or without the subsidiary Chairs. This can be held when NZRS and DNCL are invited to the Council meeting. The group can go into committee for a brief period and then resume the normal meeting with the report updates from the subsidiaries.

Joy advised that she welcomes this suggestion and thinks that this would be a good opportunity for the subsidiaries to touch base with the Council as a group. Richard noted that it is appropriate that the Chairs be invited to this as well.

The President noted that for the next Council meeting agenda, a schedule will be added for a 15-minute Council-alone time immediately following lunch to include the Chief Executives and Chairs of the subsidiaries along with InternetNZ's Chief Executive.

Jay Daley and Richard Currey left the meeting at 2:12pm

6.   2013/14 InternetNZ business plan and budget

The discussion looked at the previously circulated Goals and Priorities for InternetNZ (December Council), as well as the template for the coming year's Business Plan. Jordan advised that the Business Plan paper is a continuation of what Vikram Kumar had started prior to his departure at InternetNZ at the end of last year (the mid-year update, as circulated to Council in December 2012). Vikram drafted this paper as an outcome to what was discussed at the Council Strategy Day held is September 2012 as well as including his own thinking. Jordan advised that the Business Plan document as such simply shows the intended format of the paper – the content is that of the current year plan at this point, and so further discussion is not required.

Cr Wiggs raised some issues around the priorities and advised that it would be better to focus on the goals instead.

Cr Torkington commented that the priorities are inward focused and less about policy-areas and threats that we might tackle.

The President suggested for Council to sign-off on the strategic goals and ask Jordan to prepare a new set of priorities in line with the discussion at this meeting and send it to Council for comments prior to discussing it with the members.

AP 07/13:   Jordan to prepare a new set of strategic goals and priorities in line with the discussion at the February Council meeting and send draft to Council for review prior to the members' consultation.

2013/14 Budget

Jordan spoke to his report and highlighted the changes in the budget as noted in the paper.

Cr Clark commented that although he welcomes having a specific line in the budget making a provision for the hosting of major events, he advised that there should be a clear understanding written down that to some extent this will be a liability cover as much as an actual spending cover and it's important to set this expectation.

Jordan advised that the idea of anticipating the major spend is for InternetNZ to be prepared, and undertook to develop a policy on how the line would be operated for the next Council meeting to consider.

The President summarised the discussion and noted that there was no strong objection from Council to what was being proposed but there is an issue around the lack of strategic backing as noted in the earlier discussion.

RN 18/13:	That Council approves the 2013/14 a draft operational budget of $3.402 million and capital budget of $116,000.

<div align="right">

(President / Cr MacEwan)
CARRIED U

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RN 19/13:	That Council notes that it will receive feedback from members during engagement sessions in March 2013, and that this will lead to a revised Budget being prepared for adoption at its next meeting.

<div align="right">

(President / Cr MacEwan)
CARRIED U

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AP 08/13:	Jordan to develop a policy regarding the use of the major events budget line, have it checked by the Investment Committee, and submitted to Council for discussion at the March Council meeting.

Joy Liddicoat left the meeting at 2:45pm.

ANZIAs / Australia New Zealand Internet Governance Forum (ANZIGF)

After Jordan gave a summary of this paper, Cr Wiggs asked whether ANZIAs (Australia New Zealand Internet Awards) can be done at NetHui. Jordan replied that there will not be enough time to prepare for the ANZIAs if this will be held on the same period as NetHui and also, that date does not suit the Australian organisers.

Jordan added that with regards to the proposed dates, it appears it might be impossible to organise an ANZIGF but would still use the opportunity to bring together a high level discussion between Australia and New Zealand around Internet governance (such as having a NetHui-style forum).

RN 20/13: That Council approve InternetNZ hosting the ANZIAs in Wellington 2013 in conjunction with a NetHui-style event.

(Cr Wiggs / Cr Wallace)
CARRIED U

RN 21/13: That Council approve a budget limit of $100,000 (gross) for both events, to be funded from the budget line proposed to Council for hosting major events.

(Cr Wiggs / Cr Moskovitz)
CARRIED U

Council took a short break at 3:03pm and reconvened at 3:14pm

Community Funding

Council went into committee at 3:14pm to 3.38pm

The Council went into committee to discuss the Community Funding relationships and the following are the outcomes of the discussion:

RN 22/13: That Council agrees to a full review of community funding at InternetNZ.

RN 23/13: That Council require provision of a terms of reference and approach to the review to be submitted for online agreement by Wednesday 6 March 2013.

RN 24/13: That Council set a limit of $50,000 for the grants process for the first quarter of 2013/14 (1 April – 30 June 2013).

(President / Cr Torkington)
CARRIED U

RN 25/13: That Council empower the Chief Executive and team to negotiate (**but not sign**) one-year strategic partnership with 2020 Communication Trust, to the budget limits set out, and invite those partners to meet with Council at a subsequent meeting.

(President / Cr Wallace)
CARRIED U

RN 26/13: That Council empower the Chief Executive and team to negotiate (**but not sign**) one-year strategic partnership with Creative Commons, to the budget limits set out, and invite those partners to meet with Council at a subsequent meeting.

(President / Cr Moskovitz)
CARRIED U

AP 09/13: Jordan to negotiate with 2020 Communication Trust, Creative Commons and NetSafe on the funding and proposal, and provide feedback at the March Council meeting.

Cr MacEwan left the meeting at 3.31pm

Cr Moskovitz left the meeting at 3:38pm

7. Investments Strategy

Jordan gave a brief summary of the paper and highlighted the recommendations that were included in the paper.

It was noted that the last resolution cited in the paper was withdrawn as the debate can better occur later.

RN 27/13: That Council authorise the Chief Executive to conduct a brief review of the proposals from the intended investment funds managers and ascertain their continued interest in working with InternetNZ.

RN 28/13: That Council authorise the investment of $500,000 with each provider, subject to their proposals remaining available.

RN 29/13: That Council authorise the Chief Executive to work with the Investment Committee as required to implement the investment approach in a timely manner.

RN 30/13: That the Chief Executive report back to Council on a quarterly basis on the progress of these investments, and informally on a monthly basis to the Investment Committee.

RN 31/13: That the Investment Policy be changed on a temporary basis (until 30 June 2013) such that it allows a maximum overall exposure at any one financial institution of $1.25m.

(Cr Wiggs / Cr Clark)
CARRIED U

8. Group Financials

RN 32/13: That the third quarter ended 31 December 2012 consolidated group financial statements be received.

(President / Cr Wallace)
CARRIED U

9. Grants

The President noted that the high number of declined applications indicates that we may be attracting the wrong set of people to apply, and that this needs to be addressed.

RN 33/13: That Council note the decisions made regarding the community funding requests since the October Council meeting.

(President / Cr Clark)
CARRIED U

RN 34/13: That the minutes of the meeting held on 22 January 2013 be received and adopted as a true and correct record, and that the following reports are received:
a. Ratification of minutes: 22 January 2013
b. Outstanding Action Points report
c. Evotes ratification.

(President / Cr James)
CARRIED U

Evotes
There have been four e-votes conducted since the last Council meeting on 22 January 2013.

Evote:		For:	Against:	Abstain:
170120131	THAT the following reports/papers be received: 1. DNCL 2nd Quarter Report noting that the DNCL board have approved their Business Continuity Plan. 2. Joint DNCL and NZRS .nz 2nd Quarter Report. 3. NZRS 2nd Quarter Report. 4. The letter from NZRS regarding the results of an independent review of their Business Continuity Plan.	Donald Clark Neil James Hamish MacEwan Michael Foley Dave Moskovitz Frank March Michael Wallmannsberger Jamie Baddeley Lance Wiggs Brenda Wallace Jonny Martin Nathan Torkington		
170120132	THAT the second quarter consolidated financial statements be received.	Donald Clark Neil James Hamish MacEwan Michael Foley Dave Moskovitz Frank March Michael Wallmannsberger Jamie Baddeley Lance Wiggs Brenda Wallace Jonny Martin Nathan Torkington		
170120133	THAT the following reports be noted: Financial report to 30 September 2012. Financial report to 31 October 2012.	Donald Clark Neil James Hamish MacEwan Michael Foley Dave Moskovitz Frank March Michael Wallmannsberger Jamie Baddeley Lance Wiggs Brenda Wallace Jonny Martin Nathan Torkington		

| 28012013 | THAT the 2013 InternetNZ AGM be held on Monday 8 July. | Nathan Torkington
Donald Clark
Frank March
Brenda Wallace
Neil James
Dave Moskovitz
Michael Foley
Jonny Martin
Hamish MacEwan
Jamie Baddeley
Lance Wiggs
Michael Wallmannsberger | | |

10. Remuneration Review

The President noted that the interim report circulated to the Council is not a final report so any comments/feedback from the Council can be forwarded to the President. He also mentioned that it is critical to have a decision around this so this can be taken to members at the Annual General Meeting this coming July.

AP 10/13:   Cr Wallmannsberger and Cr Clark to draft a summary of recommendations for Ron Hamilton regarding the Remuneration Review report, and send the draft to the President by end of May 2013.

11. Other Business

Feedback from Council regarding the meeting were:

- A busy meeting but Jordan has a good sense of how to bring things to Council's attention.
- There a lot of untackled incomplete projects.
- Meeting went well and appreciate the full disclosure.
- Liked the language of the reports.
- It's nice to have more CE-voice versus just the Chair.
- It would be good to address the problems with the video conferencing to improve connection for those attending remotely.
- It's good to hear the issues surfacing and good to hear feedback/opinions from CE around these issues.
- Discussions aren't going in circles so much this time.
- The meeting is more organised and electronic copies of Council papers are in-sync with the printed copies, therefore it was easy to navigate through the pages.

Cr Clark advised that one thing to consider that might help improve with the remote connection is to look at getting a new license for multi-user Skype or Google hangout as this can cope with low-quality networks better.

Next Meeting: The next scheduled Council meeting is 22 March 2013.
Meeting Closed: The meeting closed at 4pm.

Signed as a true and correct record:

_____

Frank March, CHAIR

Action Point Register

	Action	Who	Status	Due by	Comment
				December 2011	
AP 65/11	The President to commence the process for a review of Director's remuneration and provide an update at the ~~February~~ October Council meeting.	President	In progress	March 2013 Council meeting	The President advised that Ron Hamilton has agreed to complete the Director's remuneration review. The President intends to initiate this by next week and he will be in touch with the Councillors regarding the review. The aim is to have any changes in the remuneration to take effect after the next AGM.
AP 67/11	InternetNZ to consider becoming a member of the Maori Internet Society and encourage the Maori Internet Society to become a member of InternetNZ.	InternetNZ	In progress	**May 2013** Council meeting	The Action Point is to be marked as '**for review in one year (May 2013)**'.
				January 2013	
AP 02/13	Cr Torkington to arrange a meeting for Jordan with the relevant staff at National Library regarding the APLM project.	Cr Torkington	In progress	February Council meeting	
AP 03/13	The President to send the revised timeline for the recruitment of the Chief Executive (as modified from the discussion at the Council-alone time) to Council for comments and feedback.	President	In progress	February Council meeting	
				February 2013	
AP 04/13	Jordan to finalise the SWOT analysis for the members' engagement meetings	CE	In progress	March Council meeting	
AP 05/13	Jordan to provide a one-page summary to Council re Susan's work around the policy issues for consultation.	CE	In progress	March Council meeting	
AP 06/13	The President to write to NZRS Board and DNCL Boards re Subsidiary Statement of Expectations for the financial year 2013/14.	President	In progress	March Council meeting	
AP 07/13	Jordan to prepare a new set of strategic goals and priorities in line with the discussion at the February Council meeting and send draft to Council for review prior to the members' consultation.	CE	In progress	March Council meeting	
AP 08/13	Jordan to develop a policy regarding the use of the major events budget line, have it checked by the Investment Committee, and submitted to Council for discussion at the March Council meeting.	CE	In progress	March Council meeting	
AP 09/13	Jordan to negotiate with 2020 Communication Trust, Creative Commons and NetSafe on the funding and proposal, and provide feedback at the March Council meeting.	CE	In progress	March Council meeting	
AP 10/13	Cr Wallmannsberger and Cr Clark to draft a summary of recommendations for Ron Hamilton regarding the Remuneration Review report, and send the draft to the President by end of May 2013.	CR Wallmannsberger Cr Clark	In progress	**May** Council meeting	

Events Matrix

Events Matrix (For Council's information)

MONTH	InternetNZ	Relevant NZ Conference & Events	International Conference & Events	
2013				
January	Council Meeting 22 Jan Sir Tim Berners-Lee visit 30 Jan	NZNOG Wellington 21-25 Jan		
February	Council Meeting 22 Feb	KiwiFoo Camp Auckland 8-10 Feb Webstock Wellington 11-15 Feb	APRICOT Singapore 19 Feb - 1 March	WSIS +10 UNESCO, Paris 28 Feb - 1 March
March	Members' Consults Chch, AKL, WLG 13-19 March Parliamentary Internet Forum 20 March SRS 10 Years functions - Akl, Wlg 20-21 March Council Meeting 22 March	Telelcommunications & Broadband Summit Auckland 12-13 March	CeBit Germany 8 - 10 Mar CeBit Sydeny 28 - 30 Mar	

Events Matrix (For Council's information)

MONTH	InternetNZ	Relevant NZ Conference & Events	International Conference & Events	
2013				
April	**[Potential Internet Economy round-table]**	IPv6 CIO Luncheon 16 April	ICANN Meeting Beijing, China 6-14 April Pacific IGF **(TENTATIVE / TBC)**	PITA AGM Apia **(TENTATIVE / TBC)**
May	Council Meeting 10 May	FutureGov Conference Wellington 28 May	WTFP/ITU/WSIS+10 Geneva 11-19 May	
June				
July	NetHui Wellington 8-10 July AGM Wellington 8 July		ICANN Meeting Durban, South Africa 12-19 July ACCC Regulatory Conference Brisbane, Australia 25-26 July	

Events Matrix (For Council's information)

MONTH	InternetNZ	Relevant NZ Conference & Events	International Conference & Events
2013			
August	Council Meeting 2 Aug		ISOC Board Meeting Berlin 2 - 4 Aug APNIC 36 last 2 weeks Aug **(TBC)**
September			Asia-Pacific IGF Seoul, Korea 4-6 September
October	Council Meeting 18 October		Global IGF, Bali 22-25 October **(Unconfirmed)**
November			ICANN Meeting Buenos Aires, Argentina 17-21 Nov ISOC Board Montevideo 22-25 Nov
December	Council Meeting 13 Dec		

ADMIN PAPER

FOR INFORMATION

COUNCIL MINUTE TERMINOLOGY

Agree   "That Council agree…" this is usually followed with a specific decision, policy position or course of action.

Adopt   "That the report be adopted." When Council adopts a report or paper, it is accepting that the contents of the document, including any recommendations, are agreed with and become the InternetNZ position and action plan.

Amend   "That Council amend ……." This term is for a resolution that seeks to amend a proposed resolution, and should set out clearly what is to be deleted and what is to be added.

Receive   "That Council receive…" This is a neutral term which captures for the record that a report, document, proposal etc has been noted by the Council. It does not imply that any recommendations in the proposal are to be acted on: that would require "adoption" as well.