

Facilitated PDP WG F2F Meetings – PILOT PROJECT

Introduction

The GNSO Council has identified a number of possible improvements to streamline the GNSO Policy Development Process (see <http://gns0.icann.org/en/drafts/pdp-improvements-table-16jan14-en.pdf>). Two of those proposed improvements relate to the intensity of PDP WG meetings (Proposed Improvement #2) and professional moderation / facilitation (Proposed Improvement #7). These areas for possible improvement also closely align with the recommendations of the Accountability & Transparency Review Team 2 (Recommendation #10.1). The current proposal concerns a pilot project for a facilitated Policy Development Process Working Group face-to-face meeting, to address these two areas of possible improvement. This paper outlines the proposed implementation of the facilitated PDP WG F2F meetings pilot project, which received funding under the ICANN Community Special Request Program for FY15, and was approved by the ICANN Board on 30 April 2014 (see <https://www.icann.org/resources/board-material/resolutions-2014-04-30-en#/2.c>). Following review of the pilot project at the end of FY15, it is the expectation that the GNSO Council will have sufficient information available to decide whether to continue, modify or abandon the idea of facilitated PDP WG F2F meetings beyond FY15.

Rationale

Looking at recent GNSO Policy Development Process (PDP) Working Groups (WGs), it takes in general between 32 – 64 hours (in the form of mostly weekly meetings of 1 or 2 hours each) typically spread out over a year to a year and a half for a WG to produce its Final Report. In line with the GNSO Council's desire to streamline and improve the GNSO PDP, it was decided to explore whether bringing WG members together in one location for a full one-day session with facilitation assistance either from experts or trained community members would have a positive impact on the overall timeline and outcome. As a result, the GNSO Council requested funding to develop a pilot project under the FY15 Community Special Request Program (see [original proposal](#)).

Proposed Planning

- The pilot project, as approved by the ICANN Board, foresees that a F2F PDP WG meeting would be organized directly prior to or after (depending on the schedule) the ICANN meetings taking place in FY15.
- The F2F meeting would consist of a full-day meeting managed by a skilled facilitator aimed at making substantial progress in the WG's deliberations, which are otherwise normally conducted in the form of weekly 1-hour conference calls.
- For the first meeting in FY15 (ICANN 51 in Los Angeles), the proposal would be to organize the full-day F2F PDP WG meeting on the Friday prior to the start of the ICANN meeting (10 October 2014) in order not to conflict with the GNSO Council Development Session which is scheduled for the Friday after the ICANN meeting.
- Based on a review of the current PDP WGs and their progress, Staff proposes that the Proxy & Privacy Services Accreditation Issues (PPSAI) PDP WG be selected for this first F2F PDP WG meeting. As the WG aims to deliver an Initial Report by early 2015, the October timeframe would be an ideal opportunity for the WG to try and come to agreement on its preliminary recommendations and work through some of the more complex issues that may have been identified as part of its deliberations leading up to ICANN 51.
- In order to ensure appropriate notice and planning, the GNSO Council is encouraged to decide at ICANN 50 in London whether it agrees with the Staff proposal to select the PPSAI WG for the first meeting of the pilot project at ICANN 51 in Los Angeles. Decisions

on which PDP WG would be selected for the subsequent F2F PDP WG at ICANN 52 (Africa) will be decided at ICANN 51 (LA), and ICANN 52 (Africa) for ICANN 53 (South America).

Participation / Funding

- The pilot project foresees that each GNSO Stakeholder Group (SG) may assign up to 6 existing WG members to participate in the F2F meeting for whom one additional hotel night (from Thursday to Friday) will be covered. Note: no travel funding (i.e. airfare) to attend the meeting is foreseen as part of this pilot project – SGs are expected to identify WG members that are already funded for their travel through other means. Should a SG decide not to use all 6 slots, the WG Chairs may decide to allocate the one additional hotel night to another WG member, taking into account the overall balance of participants.
- In addition, 6 SO/AC/individual WG members may attend for whom one additional hotel night (from Thursday to Friday) will be covered. Note: no travel funding (i.e. airfare) to attend the meeting is foreseen as part of this pilot project – SO/AC/individual WG members should already be funded for their travel through other means. Those SO/AC/Individual members interested in participating and who would like to request funding for one additional hotel night (from Thursday to Friday) need to submit their request to the PDP WG Chairs. Should more than 6 requests be received, the WG Chairs will determine who will be allocated the one additional hotel night, taking into account the overall balance of participants.
- Additional WG members may attend the meeting in person or via remote participation, but no additional funding is available to cover the additional hotel night.

Facilitation

- Staff will work with the GNSO leadership as well as the Chairs of the selected PDP WG to develop the agenda for the meeting as well as the approach with regards to facilitation.
- An option that will be further explored is whether it would be desirable to have a non-WG community member work side-by-side with the professional facilitator. This would benefit the facilitator, as he/she would be working with someone with in-depth knowledge of the community as well as (some) familiarity with the topic and the GNSO PDP. It would also serve as a training opportunity for the community member, which could be of benefit for future GNSO efforts (and also support proposed improvement #5 – improved online tools & training).

Metrics / Review

In order to measure the pilot project's success (or lack thereof), staff will review the effect of the F2F meeting on the overall time line of the PDP as well as survey the WG Chair(s) and WG members on their experience and perceived usefulness of a full-day F2F meeting in advancing the PDP and report back to the GNSO Council accordingly.

Proposed Next Steps

- Obtain Council feedback during the ICANN meeting in London.
- As soon as a PDP WG has been selected, inform the Chairs of the WG as well as WG members so that planning for the meeting can commence.
- Liaise with professional facilitator and plan for first F2F PDP WG meeting at ICANN 51 in Los Angeles.