

# FY24 Planning Prioritization

## Community Planning Prioritization Group

Org Planning Team

Meeting #1

19 October 2022



# Agenda

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1. Planning Prioritization Group Introduction and Procedures
2. Prioritization Project Overview
3. Planning Prioritization Framework V2 Overview
4. FY24 Prioritization Process and Technique
5. Q&A

# Welcome

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This meeting is being recorded.



This session is scheduled to last 90 minutes.



Meeting materials and recording will be available on the ICANN Finance and Planning Community Wiki page.



Please raise your hand in zoom for Discussion and Q&A.



Please observe the [ICANN expected Standards of Behavior](#) and the [ICANN Community Anti-Harassment Policy](#).



This meeting is based on the draft Planning Prioritization Framework Pilot Operating Procedures.

# FY24 Planning Prioritization Group

|    | <b>Affiliation</b> | <b>Member</b>          | <b>Secondary Member</b>              |
|----|--------------------|------------------------|--------------------------------------|
| 1. | At-Large - ALAC    | Cheryl Langdon-Orr     | Jonathan Zuck                        |
| 2. | ccNSO              | Chris Disspain         | Irina Danelia                        |
| 3. | GAC                | Rosalind Kenny Birch   | Tulio Cesar Mourthe de Alvim Andrade |
| 4. | GNSO - CPH         | Donna Austin           | Jothan Frakes                        |
| 5. | GNSO - CSG         | Susan Payne            | Philippe Fouquart                    |
| 6. | GNSO - NCSG        | Bruna Marin dos Santos | n/a                                  |
| 7. | RSSAC              | Ken Renard             | Erum Welling                         |
| 8. | SSAC               | Jeff Bedser            | Kimberly (KC) Claffy                 |

\*ASO elected not to participate

ICANN Board Liaisons: Matthew Shears and Avri Doria

# Planning Prioritization Group Operating Procedures

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- The Planning Prioritization Group (PPG) members are expected to actively engage in and attend all meetings. If a member cannot participate in a meeting, the secondary members is expected to attend on the member's behalf. In such cases, alternates have the full rights and responsibilities of a member for the duration of their participation on the member's behalf
- All PPG meetings are open to observers from the Community, org and Board. Observers will not be able to speak or otherwise participate during the meeting, and the chat room function will be disabled for observers.
- The PPG shall work openly and transparently. The PPG mailing list will be recorded and publicly archived, including through publication on a relevant wiki space.
- The PPG is not expected to need a chair or any specific leadership mechanism. The ICANN org Planning team will facilitate the work of the PPG, including its use of the relevant prioritization techniques, and will prepare all necessary materials for each meeting. The ICANN org Planning team will provide all meeting agendas and materials to PPG members as much in advance as possible.
- Members are expected to observe the [ICANN Expected Standards of Behavior](#) and the [ICANN Community Anti-Harassment Policy](#).
- The PPG shall operate on the basis of consensus. For the purpose of its deliverables, consensus shall mean general agreement without any formal objections.

# Planning Prioritization Framework

# Planning Prioritization Framework Background

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- Planning Prioritization Framework is one of the deliverables of “Planning at ICANN” Operating Initiative in the Operating Plan
- The Framework is intended to serve as a guide the prioritization process during the annual planning process
- The Framework describes and outlines what to prioritize, who will prioritize, when and how to prioritize
- The Framework is developed and updated based on input received from the numerous webinars and consultation workshops with SOs/ACs and other stakeholders. The Framework will continue to evolve at as needed basis
- The latest Framework is Planning Prioritization Framework Version 2 (V2)

# Framework V2 - Scope

## SCOPE

This element defines what to prioritize.

Based on the input received, the framework will focus on prioritizing Board-approved implementation work, such as PDP recommendations, Specific Review recommendations, and the implementation of other nonpolicy and advice work.

*The chart below illustrates at a very high-level, how the work flows through different phases within the ICANN ecosystem.*



*\*Please refer to the Framework V2 for more details*



# Framework V2 - Participants

## PARTICIPANTS

This element defines who will conduct the prioritization, and the roles and responsibilities of all involved parties during this process.

Based The “Participants” element defines who will conduct the prioritization and the roles and responsibilities of all involved parties during this process. Based on input received, the framework suggests forming a Planning Prioritization Group, with members from each SO/AC, at the beginning of the annual planning process to help prioritize the activities identified in the Scope.

These members are to be nominated by the Chairs of the SO/ACs, but they are acting in their own capacity within the Planning Prioritization group. They will also be requested to identify a secondary member that should also attend the group meetings. The secondary member will be available should the primary member be unable to participate due to unforeseen reasons

1. ASO - Address Supporting Organization
2. ALAC- At-Large Advisory Committee
3. GNSO/CSG - Commercial Stakeholder Group (CSG)
4. GNSO/CPH - Contracted Party House
5. GNSO/NCSG - Noncommercial Stakeholder Group
6. ccNSO - Country Code Names Supporting Organization
7. GAC - Governmental Advisory Committee
8. RSSAC - Root Server System Advisory Committee
9. SSAC - Security and Stability Advisory Committee

*\*Please refer to the Framework V2 for more details*

# Framework V2 Overview - Frequency

## FREQUENCY

This element defines when to prioritize and how often to prioritize

Based on input received, the prioritization step will take place once a year during April-June. The suggested timing will allow sufficient time for the org to develop the detailed work plan and resourcing estimates during the annual Operating Plan and Budget development process. This will also allow the community to provide further input via the draft plan Public Comment proceeding.

Additionally, the org suggests that a midyear planning prioritization process could be considered on an as-needed basis should there be a need to review activities that are approved by the Board during the planning cycle.

*\*Please refer to the Framework V2 for more details*

# Framework V2 Overview - Techniques

## TECHNIQUES

This element defines techniques or models that can be used to help prioritize

Prioritization is a process of making choices and making decisions. Based on the input received, the “Urgency-Importance Matrix” prioritization technique will be used during the prioritization process. ICANN org will provide the list of activities in advance of the meetings and a suggested level of priority for each as a starting point. Other techniques may be reviewed if agreed upon by the Planning Prioritization Group.

*\*Please refer to the Framework V2 for more details*

# Framework V2 Overview - System and Tools

## SYSTEMS AND TOOLS

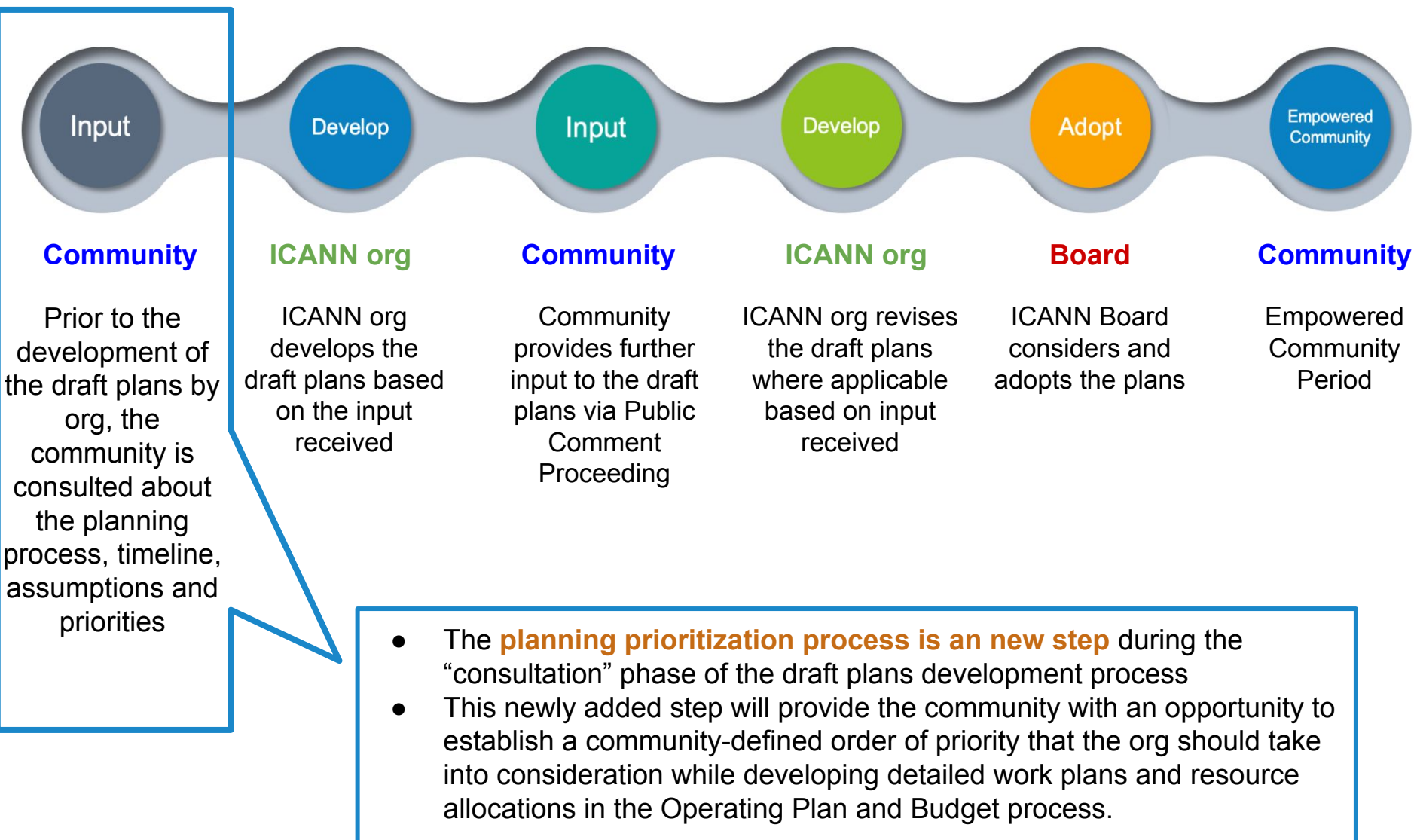
This element defines what resources are helpful to use when prioritizing

Based on the input received, the following resources will be reviewed and considered during the prioritization process.

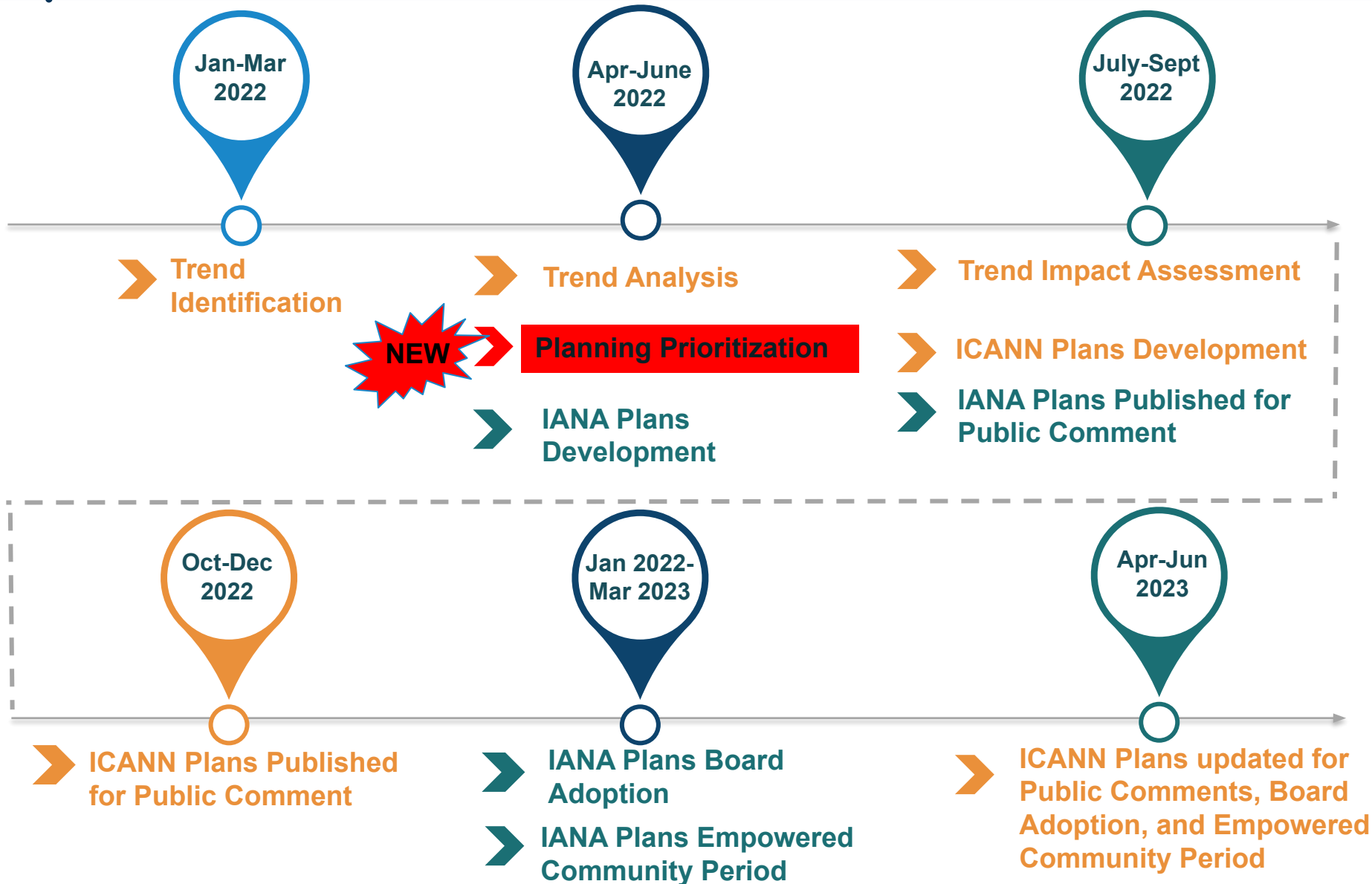
1. ICANN Rolling Five-Year Roadmap for Policy, Review and Cross-Community Working Group work
2. The Recommendations Relating to Cross-Community Working Group on Enhancing ICANN Accountability Work Stream 2 and Reviews
3. Other tools to be identified during future consultations

*\*Please refer to the Framework V2 for more details*

# Planning Process Roles and Responsibilities



# New Step in the Annual Planning Process



# FY24 Planning Prioritization Overview

# Activities To Be Prioritized During FY24 Planning

*The chart below illustrates at a very high-level, how the work flows through different phases within the ICANN ecosystem.*



- Based on the framework, the activities in scope are Board approved implementation work, which include:
  - PDP recommendations
  - Review recommendations
  - Advice work
  - CCWG
  - Other non-policy recommendations



# Activities To Be Prioritized During FY24 Planning

The Rolling Five-Year Roadmap of Policy, Review and Cross-Community Working Group (CCWG) is used as a support tool during this process.

- GNSO PDP:
  - EPDP Temporary Specification for gTLD Registration Data - Phase 2A, approved by the ICANN Board in March 2022
- ccNSO PDP:
  - Policy Development Process 3 - Retirement (Part 1), approved by the ICANN Board in September 2022
- Specific Review:
  - Security, Stability and Resiliency (SSR) 2 Review, recommendation 5.4, approved by the ICANN Board in May 2022
- CCWG:
  - CCWG on New gTLD Auction Proceeds recommendations, approved by the ICANN Board in June 2022

# Activities Not Included For Prioritization During FY24 Planning

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- Specific Review:
  - During FY23, ICANN org conducted a pilot based on the Planning Prioritization Framework Version 1. During this pilot, 45 Specific Review Recommendations were discussed and prioritized. The pilot was [concluded in May 2022](#). Considering the pilot was only concluded few months ago, ICANN org suggest to not include those activities during the FY24 prioritization process.
  - In some cases, recommendations are approved by the Board, but are not yet applicable for prioritization, e.g. if the recommendation can't be implemented yet because it's depending on the implementation completion of another recommendation.
- Advice work:
  - Advice work items are excluded from the FY24 Planning Prioritization process as the current process that is handling advices need to be further aligned to fit the selection criteria of the planning prioritization process.

For details, please refer to FY24 Activities for Prioritization

# FY24 Prioritization Process and Technique

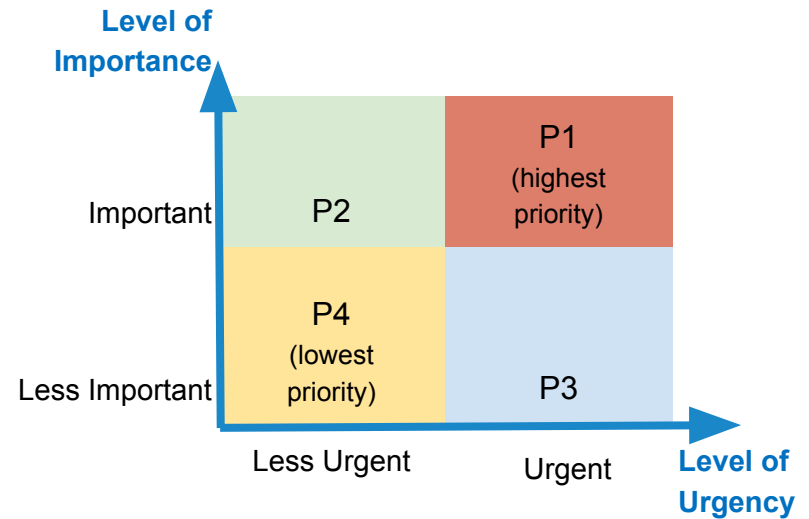
# Introduction to Prioritizing

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- Prioritization is a recommended process to enhance decision making in order to plan out the proposed implementation work
- Prioritization requires trade offs
  - Not everything can be the most urgent and the most important.
  - By selecting one activity as a priority we need to evaluate what other activity will be delayed or scheduled for later
- The use of a technique is to permit discussion and foster constructive decision-making
- Based on the Planning Prioritization Framework, ICANN will use the “Urgency-Importance Matrix” prioritization technique
- ICANN org provides a level of prioritization for each activities as a starting point based on information available.
  - Members can then react to the pre score and discuss their various viewpoints

# Prioritization Technique Proposed

- Evaluating Urgency:
  - A deadline to meet?
  - A dependency to another recommendation?
- Evaluating Importance:
  - Determined as “high priority” by Review Team? (*For Reviews Recommendation only*)
  - Mission critical?
  - Strategic?
  - Operational excellence?
- The matrix results in 4 level of priority
  - P1 = highest Priority
  - P4 = lowest priority



# What To Expect During the Prioritization Discussions

| Activity Type | Activity Name | Activity Description | Board Adoption Date | Level of Urgency | Level of Importance | Priority Level | Rationale | Level of Urgency | Level of Importance | Priority Level | Rationale |
|---------------|---------------|----------------------|---------------------|------------------|---------------------|----------------|-----------|------------------|---------------------|----------------|-----------|
|               |               |                      |                     |                  |                     |                |           |                  |                     |                |           |
|               |               |                      |                     |                  |                     |                |           |                  |                     |                |           |

**General and public available information of the activity**

**Initial position offered by ICANN org as a starting point**

**Editable columns for participants per group discussion**

- Suggested Prioritization Approach:
  - Review recommendations by ICANN org initial position;
  - Discuss the level of urgency / importance and conclude

# Next Steps

- Continue working with the participants to schedule the remaining meeting. Below is the proposed schedule, planning team will confirm based on participants availability.
  - Please confirm your availability via the doodle poll

| # | Meeting  | Schedule Status        | Dates       |
|---|--|------------------------|-------------|
| 1 | Prioritization Pilot Session #1: Introduction and Overview   | Scheduled              | 19 Oct 2022 |
| 2 | Prioritization Pilot Session #2: Prioritization Discussion   | Scheduled              | 25 Oct 2022 |
| 3 | Prioritization Pilot Session #3: Wrap Up and Lessons Learned | Doodle poll to be sent | TBD         |

# Discussion and Q&A

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- ❖ Please raise your hand in zoom if you want to ask a question
- ❖ Unmute your microphone to ask questions when it is your turn
- ❖ Mute your microphone when not speaking



- ❖ Type your questions in the chat



# Appendix

# ICANN Planning Resources



Subscribe to the  
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to receive  
notifications of  
upcoming activities/  
proceedings



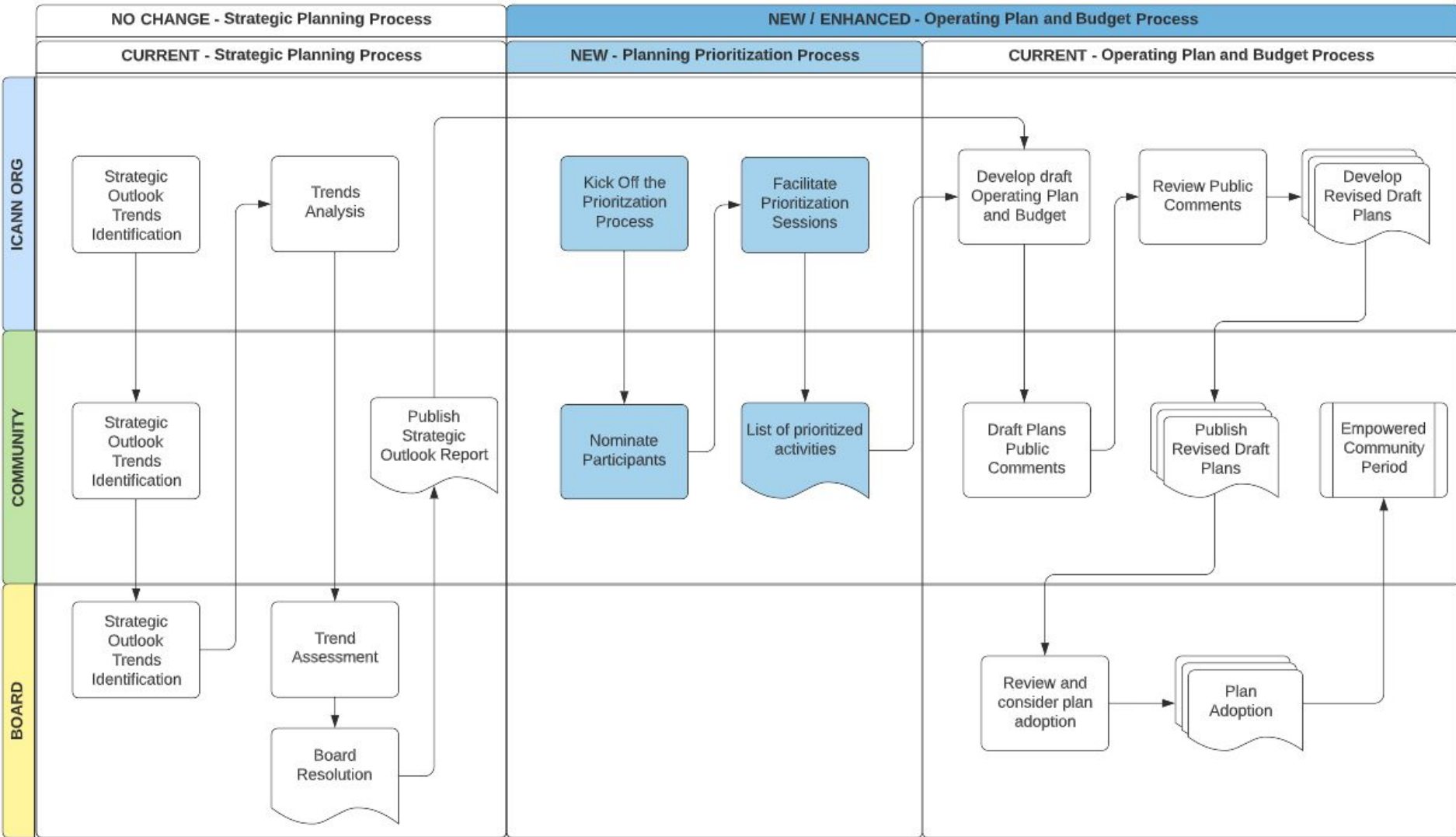
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# Annual Planning Process Overview



# Breakdown Steps of Planning Prioritization

