Draft Planning Prioritization Framework Overview

Presented by ICANN org Planning Team

ICANN

29 March 2022

Webinar Information

This session is recorded.

This session is scheduled to last 1.5 hour.

Presentation is published on ICANN Finance and Planning Community Wiki page.

Q&A will be during and at the end of the presentation.

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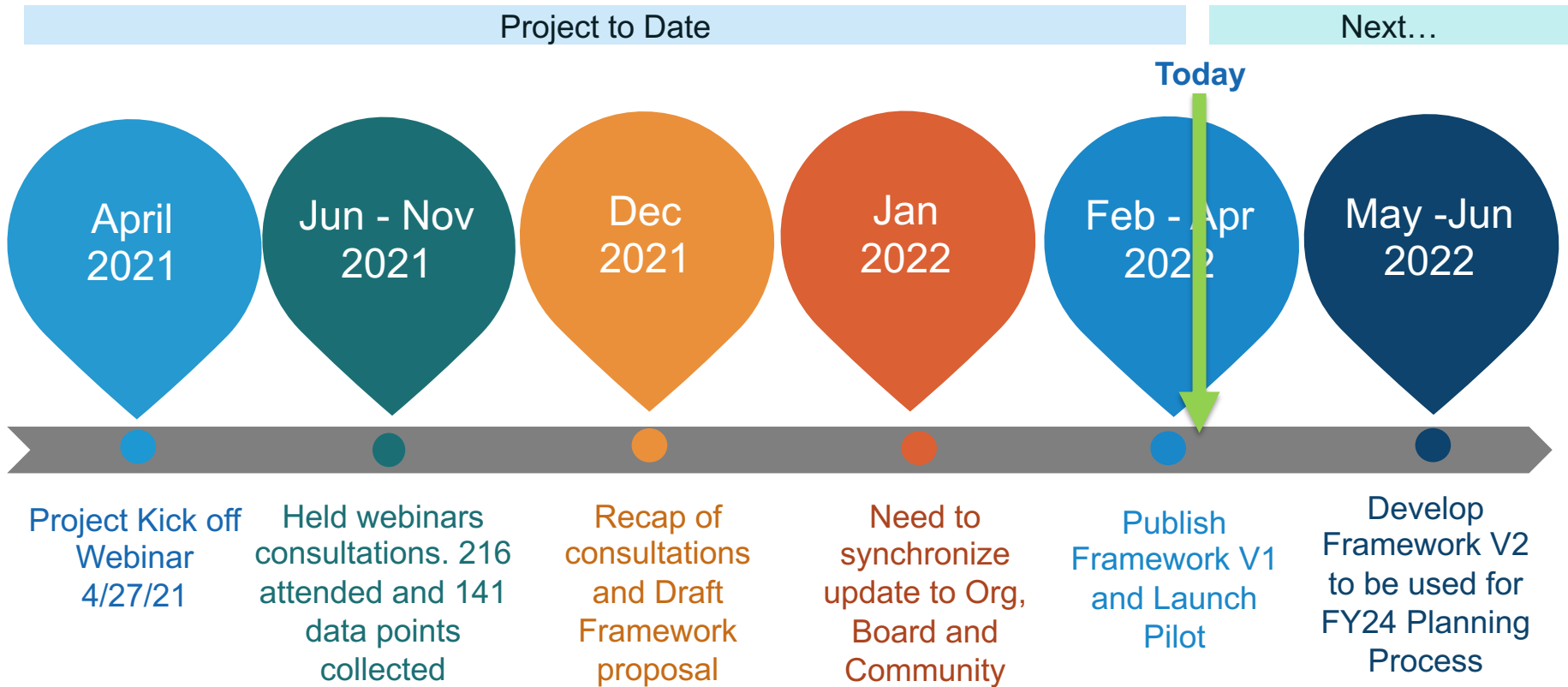
Agenda

- Project Overview

- Draft Planning Prioritization Framework Version 1 Overview

- The Draft Framework Pilot Overview

- Timeline

Project Overview

Planning Prioritization Framework

- **Project**: "Planning at ICANN" is one of the 15 operating initiatives in ICANN's Operating Plan since FY21 and is included in the Draft FY23 Operating Plan
  - A component of this operating initiative is to deliver a draft prioritization framework as an enhancement of ICANN's overall planning process.

- **Accountability**: ICANN's planning department is leading this operating initiative and the delivery of the draft prioritization framework.

- **Deliverable:** A draft prioritization framework to be used during the annual planning process.

- **Pilot:** Based on Community input received, Org is conducting a pilot on board approved specific review recommendations to test the draft framework.

Project Current Status

Today

April 2021	Jun - Nov 2021	Dec 2021	Jan 2022	Feb - Apr 2022	May -Jun 2022
Project Kick off Webinar 4/27/21	Held webinars consultations. 216 attended and 141 data points collected	Recap of consultations and Draft Framework proposal	Need to synchronize update to Org, Board and Community	Publish Framework V1 and Launch Pilot	Develop Framework V2 to be used for FY24 Planning Process

- Project is Progressing well, and we are kicking off the pilot this week
- Community Consultations were completed early January 2022
- Project is on track to complete the Pilot by April

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Draft Planning Prioritization Framework

Version 1 Overview

Draft Planning Prioritization Framework Version 1 (V1)

- One of the deliverables of this project is the draft Planning Prioritization Framework (the Framework)
  - The development of a proposed framework is intended to be iterative with documented versions for further Community engagement and input

- The Framework is intended to serve as a fundamental base to guide the prioritization process during the annual planning process

- The Framework describes and outlines what to prioritize, who will prioritize, when to prioritize, and how. So that the org, Board and community can collaborate efficiently and effectively during this process

- The draft Framework is being developed and updated based on input received from the numerous webinars and consultation workshops with SOs/ACs and the public

Draft Framework V1 Overview

SCOPE · This element defines what to prioritize.

Based on the community input, org proposes the scope of activities to be included in the Framework V1, is all Board approved implementation work, such as PDP recommendations, Specific Review recommendation, and the implementation of other non-policy and advice work.

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

Based on the input received, org proposes that a group with members from each SO/AC at the beginning of the annual planning process be formed. This structure will permit each member to share a perspective of priorities by SO/AC. Org proposes the community-based prioritization team includes 9 members as follow:

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 Draft Framework V1 for more details

Draft Framework V1 Overview

FREQUENCY	This element defines when to prioritize and how often to prioritize

Based on the input received, org proposes that the prioritization step take place from April through June each year as part of the annual planning cycle. This timing permits the org to report out to the Community, board and org the prioritization suggested by the community and provides the org planning liaisons enough time to develop detailed resourcing estimates to include in the draft operating and financial plans.

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

Based on the input received, org proposes to use the "Urgency-Importance Matrix" prioritization technique. A hybrid of the "Hierarchy of Purpose " prioritization technique will also be reviewed during the pilot to evaluate its usefulness.

Please refer to the Draft Framework V1 for more details

Draft Framework V1 Overview

SYSTEMS AND TOOLS	This element defines what resources are helpful to use when prioritizing

Based on the input received, there are existing reports that will be used such as the ICANN Rolling Five-Year Roadmap for Policy, Review and Cross-Community Working Group work (published as Appendix in the Five-Year Operating Plan). In addition, future discussion about providing information on the status of the prioritization framework will be discussed during the pilot phase of the project.

PILOT	The "pilot" element provides an opportunity for ICANN to test the draft framework and further improve the framework

A pilot will take place during the FY23 planning process. Further analysis and improvements to this framework will be learned during the pilot. Then these improvements will be incorporated for the next version of the framework to be shared after the Pilot has concluded. The version 2 will be used for the first implementation of the framework in the FY24 planning process in the May/June 2022 timeframe.

Please refer to the Draft Framework V1 for more details

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Draft Framework Pilot Overview

Draft Framework Pilot

- ⊙ The ICANN org planning team will facilitate virtual sessions
  - ○ There will be 4-5 meetings for this pilot

- ⊙ During the Pilot, participants will prioritize the Board approved recommendations from Specific Reviews that are pending for implementation

- ⊙ Participants will use the Urgent / Important prioritization technique
  - ○ ICANN org will provide reference as starting points to enable conversation during this exercise and ensure the process progresses efficiently.

- ⊙ Participants are to discuss the list of the recommendations and will either 1) agree with the prioritization provided and provide notes on why, or 2) adjust the level of prioritization and provide notes on why.

- ⊙ Once the process is completed, org will hold a wrap up session with all participants to discuss and identify lessons learned from the pilot. This information will be used to adjust the framework, as needed

Next Step after the Pilot

1 The output of the pilot is a list of prioritized Board-approved specific review recommendations as support for the placeholder included in the Proposed for Adoption FY23-27 Operating and Financial Plan presented to the ICANN Board for Adoption in May 2022.

2 Within 1-2 months after org receives the list of prioritized recommendations, org will start to assess them against the resources required for their implementation and develop a detailed implementation plan. Furthermore, during this step, org evaluates possible dependencies among the prioritized recommendations.

3 Subsequently, org will begin the implementation of the prioritized recommendations.

4 The Planning Prioritization process will then repeat annually to provide org input on activities to consider for inclusion in the draft plans subject to public comment

Timeline

Planning Prioritization Timeline

Step	Timing
✓ Complete planned consultations. Completed 17	January 2022
✓ Prepare summary of the consultations input and ✓ a Proposed Draft Framework v1 document	January 2022
Review and validation by Org SMEs, Executive Team and Board (BPCR) and Legal	January/February 2022
✓ Publication of Draft Framework briefing (version 1)	February 2022
✓ Organize the Pilot	February 2022
Conduct the Community Pilot	March/April 2022
Review output from the Pilot with org and Board and publish prioritization pilot output	May 2022
Revise Proposed Framework based on Pilot (version 2)	May 2022
Review and validation by Org SMEs, Executive Team and Board	May 2022
Develop and Publish Draft Framework version 2	May / June 2022
Implement first year of process for FY24 Planning	June / July 2022
Revise and Adjust Process as agreed upon in iterations of the annual planning process (version 3+)	On going continuous improvement to process

Resources

- ⊙ Draft Planning Prioritization Framework: [Link](#)

- ⊙ Planning Process Flow Chart: [Link](#)

- ⊙ For questions, please email the planning team:
  planning@icann.org

Questions and Answers

- ❖ 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

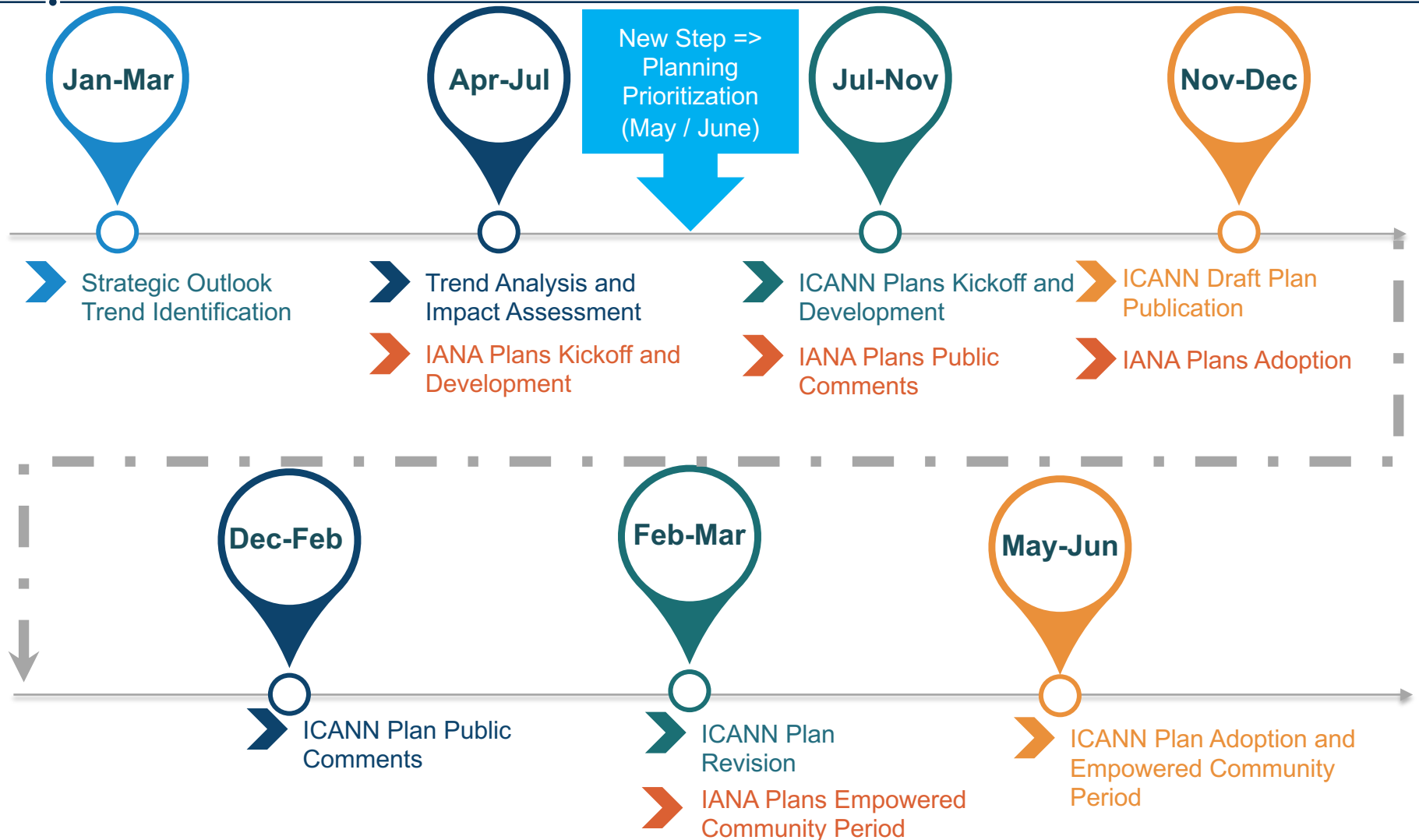- ❖ Type your questions in the chat

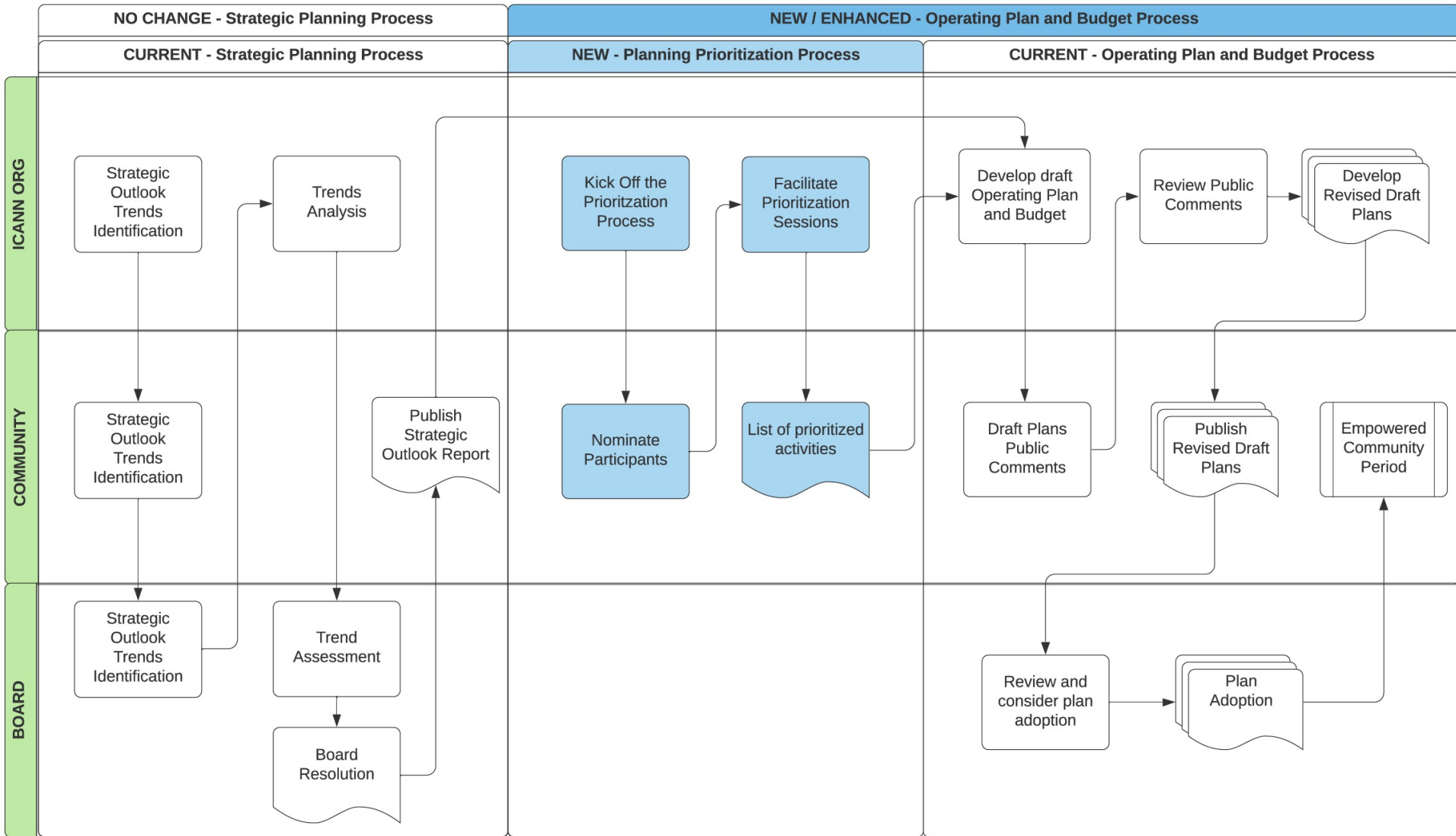For questions or information, email the planning team ▶ **planning@icann.org**

Appendix

Project Deliverable: New Step in the Annual Planning Process

Jan-Mar
- Strategic Outlook Trend Identification

Apr-Jul
- Trend Analysis and Impact Assessment
- IANA Plans Kickoff and Development

New Step => Planning Prioritization (May / June)

Jul-Nov
- ICANN Plans Kickoff and Development
- IANA Plans Public Comments

Nov-Dec
- ICANN Draft Plan Publication
- IANA Plans Adoption

Dec-Feb
- ICANN Plan Public Comments

Feb-Mar
- ICANN Plan Revision
- IANA Plans Empowered Community Period

May-Jun
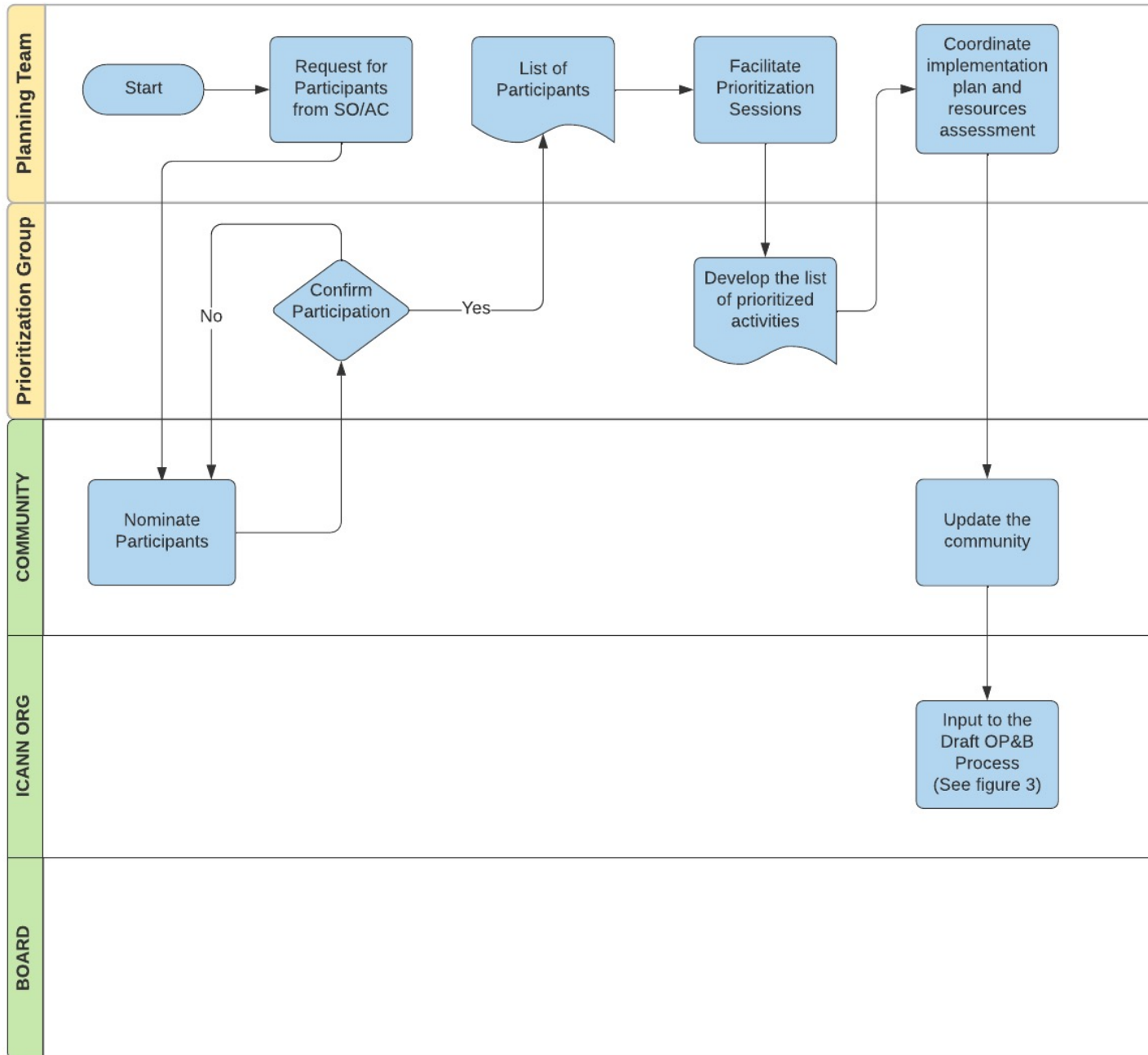- ICANN Plan Adoption and Empowered Community Period

The new Planning Prioritization Step will result in an agreed upon list of projects provided to Org to evaluate in the draft development of the Operating Plans and Budgets

Annual Planning Process Overview

Breakdown Steps of Planning Prioritization

Community Consultation Statistics

o Org held a total of 17 consultations: 5 Project Overview & Introduction webinars and 12 workshop consultations

Participated:

- ✓ ccNSO Strategic and Operational Planning Committee (ccNSO SOPC)
- ✓ At-Large Operations, Finance and Budget Working Group (OFB-WG)
- ✓ GAC Leadership and interested members
- ✓ SSAC - Security and Stability Advisory Committee
- ✓ *GNSO/CSG - Commercial Stakeholder Group (CSG)*
- ✓ *GNSO/CPH - Contracted Party House*
- ✓ *GNSO/NCSG - Noncommercial Stakeholder Group*
- ✓ *ATRT3 Implementation Shepherds*

Asked to participate but chose not to:

- • *ASO - Address Supporting Organization*
- • *RSSAC - Root Server System Advisory Committee*

o These sessions had ~ 200 attendees in total and org collected ~140 data points