At-Large Review: Elements of the At-Large Review Working Party

Background and Purpose

ICANN Bylaws require independent reviews of its Organisational effectiveness to reinforce its various accountability mechanisms to the community.[1]

The first review of the At-Large Advisory Committee was held from 2008 to 2012. The focus of that review was on ALAC itself because the Regional At-Large Organisations (RALOs) and their At-Large Structures (ALSs) were newly established and it would have been inappropriate to review them at that time. The focus of this Review is to examine Organisational effectiveness of the At-Large community, with the focus on the five RALOs and the nearly 200 ALSs.

This review is scheduled to begin approximately in April 2016 and be carried out by an Independent Examiner. It will be tightly scoped on objective, quantifiable and qualitative criteria provided to the Examiner.

Involvement of the At-Large community as well as input and participation from the broader community are important components of this review process.

As discussed in ALAC Meetings, the Organisational Effectiveness Committee of the Board has requested that an At-Large Review Working Party be assembled to function as a liaison between the ALAC/At-Large community, the Independent Examiner and the Organisational Effectiveness Committee of the Board. The purpose of the Working Party will be to provide input on review criteria and the At-Large assessment, coordinate interviews and objectively supply clarification and responses to the preliminary findings and recommendations. Once a final report is issued and the Board takes action on it, as appropriate, the At-Large Working Party is expected to coordinate with the At-Large community to prepare an Implementation Plan and champion the implementation of improvement activities.

Membership and Desired Skills

The membership of the At-Large Review Working Party includes members representing the diversity of the At-Large community, including the ALAC and the five RALOs[2].

The activities of the At-Large Review Working Party will be conducted in an open and fully transparent manner.

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[1] The At-Large Review is mandated by ICANN's Bylaws
[2] The Membership of the At-Large Review Working Party is available at:
https://community.icann.org/display/ALRW/Working+Party+Members.

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The role of the At-Large Review Working Party will be as a liaison and to coordinate the various activities outlined in the scope. Members of the ALAC and the At-Large community, including representatives of the ALSes, are encouraged to get involved in a variety of ways – including as participants of the At-Large Review Working Party; providing direct input to the At-Large Review Working Party; and to devote sufficient time to the process.

The expected time commitment for Members and Participants of the At-Large Review Working Party is expected to be at least one call of approximately 90 minutes a week plus additional time for any tasks assigned during that weekly call between November 2015 and June 2017.

It is expected that an At-Large Review Implementation Taskforce will be formed to implement the At-Large Review recommendations beginning in July 2017.

Commitment to, and compliance with, ICANN's bottom-up, multi-stakeholder model, and accountability and transparency ethics are a requirement.

Responsibilities and Scope of Work

Given the changing environment, including changes and significant growth in the participating stakeholders, and the lessons gained from the previous At-Large Review[3], the Organisational Effectiveness Committee of the Board considers the planning of the review to be of paramount importance in order to ensure that the recommendations for improvement are useful and implementable.

An important component of the At-Large Review process, the At-Large Review Working Party will be assembled to:

1. Act as a Steering Committee to serve as the primary group working on the 2015-2019 At-Large Review;
2. Function as a liaison between the ALAC/At-Large community, the Independent Examiner and the Organisational Effectiveness Committee of the Board;
3. Provide input on selection criteria for the Independent Examiner
4. Provide input on the methodology for the review criteria including:
    a. Content for online surveys
    b. Individuals for one-on-one interviews
    c. Sampling of ALSes;
5. Serve as an additional conduit for input from, and requests to, the ALAC, the RALOs and the ALSes;

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[3] Work related to the 2008-2012 At-Large Review is available at:
https://community.icann.org/pages/viewpage.action?pageId=52891703.

6. Act as a sounding board: offer objective guidance, reactions and comments to any preliminary conclusions and assessment and help to ensure that the draft report issued by the Independent Examiner accurately reflects the At-Large structure, scope and dynamics;
7. Coordinate with the At-Large community to prepare an Implementation Plan and champion implementation of improvement activities;
8. Perform support communication/awareness activities to encourage participation.

Timelines and Milestones

The At-Large Review Working Party is invited to plan its activities to conform to the following schedule and At-Large Review milestones.

Activities and Milestones	Expected Time Commitment	Tentative Completion Date
At-Large to identify At-Large Review Working Party		Completed
Assist with refining examination criteria	12 hours	October-November 2015
Contribute to the development of the assessment and coordinate self-review component	24 hours	November 2015 – February 2016
Preliminary findings from assessment	6 hours	September 2016
Draft Report 1	6 hours	November 2016
Clarification and rebuttal from ALAC/At-Large		
Draft Report 2 (for Public Comment)	6 hours	December 2016
Public Comment Period	6 hours	January 2017
Final Report	12 hours	February/March 2017
Implementation plan in coordination with the ALAC	6 hours	June 2017
Implement Recommendations	114 hours	July 2017 through January 2019

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