

Working Draft Schedule/Agenda Framework For GNSO NCPH Inter-Sessional Meeting February 2017 -- Reykjavík, Iceland *(v5.1` – 24 January 2017)*

This draft agenda (v4.0 – 17 January) is the fourth public iteration of the February 2017 NCPH Intersessional Meeting Agenda. Further updated versions of this document will continue to be the vehicle for establishing the general structure of the proposed meeting. The structure is based on previous year programs and will be subject to major or minor revisions in each subsequent iteration as guided by discussions among community leader/planners and staff.

Next Planning call scheduled for Thursday 26 January 2017 at 1500 UTC.

CONFIRMED CONSENSUS ITEMS:

Meeting Dates: 14 and 15 February 2017 (2 full days –with option for additional half-day community meetings on the morning of Thursday 16 February)(***optional half-day meeting currently to be used by BC, IPC, ISPCPC and NCUC***)

Meeting Location: Reykjavík, Iceland

Host Hotel: (confirmed by contract)

Hilton Reykjavík Nordica - <http://www.hiltonreykjavik.com/>
SUDURLANDSBRAUT 2
REYKJAVIK, ICELAND 108
TEL: +354 444-5000

Delegates:

Seven delegates (maximum) from each community group – BC, IPC, ISPCPC, NCUC, NCSG, NPOC. For 2017, we are continuing the same delegate allocation as at past meetings. Delegate lists have been provided to staff and contact emails have been transmitted to all expected attendees. Delegates requiring meeting invitation letters to obtain visas have been asked to contact and collaborate with ICANN Constituency Travel Team.

Special Guest Attendance:

Specially-invited attendees include the GNSO Council Nominating Committee Appointee (NCA) affiliated with the NCPH, the Board member selected by the NCPH and the non-voting NCA on the GNSO Council. Save-the-week invitations were originally shared with each invited guest - Markus Kummer, Julf Helsingius and Erika Mann. All have indicated their intent to attend the meeting and the Constituency Travel Team is assisting them with their itineraries.

Göran Marby's office has advised that he will not be able to attend the meeting in-person. Staff has been able to confirm Göran's availability for a one-hour remote session with each stakeholder group. Given time zone differences, the sessions will take place in Meeting "Slot G" on the afternoon of Tuesday 14 February at 16:00 UTC Reykjavik time..

David Olive has been able to adjust his travel itineraries to be able to join the group late on 13 February and early on 14 February. Staff is adding an informal reception for early arrivals on the evening of the 13th for warm-up discussions and an opportunity to chat with David.

On 15 January, the planning team discussed the interest in and potential for meeting attendance by additional Board members and discussed a plan for addressing the issue if staff was contacted. Staff was indeed contacted and shared the information agreed to by the planning team. Fully informed of the history of the community meeting and learning about the background, purpose and ethos of the meeting, Board members George Sadowsky and Rinalia Abdul-Rahim indicated their continuing interest in attending the meeting. The Board Operations Team is assisting them with their itineraries.

DRAFT SKELETAL FRAMEWORK - WORKING DRAFT NCPH MEETING SCHEDULE/AGENDA: (using previous meetings for basic default framework)

Day/Time	Activity/Topic	Staff Needed	Community Co-Chairs	General Notes	Space
Meeting Day (-1)	13 February 2017				
18:30 – 20:00		E3 and Meetings Team	None	Informal Reception For Early Arrivals	Hilton Reception Space (TBD)

Meeting Day 1	14 February 2017				
8:00-8:30	Delegates gather at Venue	E3 Staff (E3)	TBD		Hilton H&I Ballroom
8:30-9:00 Slot A	Introduction and Welcome	E3	Staff	Introduction and Welcome from Chair and or Staff. Session includes overview of meeting logistics for the two-day period.	H&I Ballroom
9:00-10:30 Slot B	Community Group Introductory Breakouts	E3	Community Chairs	Initial Community Breakout Sessions - give constituencies the opportunity to convene, discuss meeting expectations and prep for meeting sessions	Multiple Breakout Rooms to be assigned (TBA)
10:30-10:45	Break	E3		Transition time to get everyone back to plenary session	
10:45 – 12:00am Slot C	NCPH Plenary Session #1	E3, Senior Staff	Staff	Community Overviews – Up to 12 minute presentation (with Q&A) by each constituency highlighting goals, priorities and work plans for 2017 calendar year Discussion leads: Facilitated by staff	H&I Ballroom
12:00 – 13:30pm Slot D	Plenary Lunch Period	E3,	CSG – IPC; NCSG - NCUC	ICANN Compliance Issues – Jamie Hedlund (TBC) Discussion leads: CSG – IPC; NCSG – NCUC Due to time zone issues, may need to switch this session with Plenary Session #2 or #3. If session ends a bit early, time for delegate break.	H&I Ballroom
13:30 – 14:00	NCPH Plenary Session #2	E3	CSG – IPC; NCSG -	NCPH Procedural In-House Issues: Discussion Leads: CSG –	H&I Ballroom

Slot E			NPOC	IPC; NCSG - NPOC	
14:00-15:45	NCPH Plenary Session #3	Senior Staff, E3	CSG – ISPCPC; NCSG - NCSG	New gTLDs: Discussion leads: CSG - ISPCPC; NCSG - NCSG	H&I Ballroom
Slot F					
15:45-16:00	Break				
16:00-18:30	SG Roundtables with Senior Staff		CSG and NCSG	ICANN CEO Discussion (Göran Marbey - remotely) will dialogue with each SG for 70 minutes with a short break between dialogues. During this time one SG is meeting with the senior staff, the other SG can conduct a 70-minute topic of interest session. ** Other ICANN Staff can be invited for specific issue briefings if requested. Senior staff topics and non-senior staff meeting time agendas TBD by each SG (please make agendas available previous week (6 February to enable staff prep).	H&I Ballroom and Meeting Room G
Slot G	16:00-17:10 -- NCSG 17:20- 18:30 -- CSG				
18:30	Adjourn Day #1				
19:00-21:30	Formal Reception for Delegates at venue	E3 and Meetings Team		Opportunity for Outreach and Networking	Hilton Reception Space (TBD)
Slot H					
Meeting	15 February 2017				

Day 2					
8:30-9:00	Delegates gather at Venue				H&I Ballroom
9:00-10:30 <i>Slot I</i>	Breakout SG or Constituency Meetings	E3	Community leadership	Agendas TBD by individual SGs or Constituencies (possible review of plenary topics) (please make agendas available previous week (6 February to enable staff prep).	Breakout rooms TBA
10:30 – 12:15 <i>Slot J</i>	NCPH Plenary Session #4	E3	CSG – IPC; NCSG- NPOC	Policy Discussion Topic: Place for RPM and/or IP Policy Subject Matter Conversation	H&I Ballroom
12:15 – 14:00 <i>Slot K</i>	Plenary Lunch	E3	CSG – BC; NCSG - NPOC	ICANN Budgeting Discussion: Discussions Leads: CSG: BC; NCSG: NPOC If session ends a bit early, time for delegate break.	H&I Ballroom
1400-15:45 <i>Slot L</i>	NCPH Plenary Session #5	E3	CSG – ISPCPC; NCSG - NCUC	Maintaining the GNSO's traditional policy-making leadership position at ICANN: Discussion Leads: CSG – ISPCPC; NCSG - NCUC	H&I Ballroom
15:45 – 16:00	Break				
16:00-17:30 <i>Slot M</i>	NCPH Plenary Session #6	E3	CSG – BC; NCSG - NCSG	NCPH “Presenting” – Group discussion of role and expectations of the “house” and respective impact on roles of GNSO Council vice chairs, ICANN Board member and other issues	H&I Ballroom

				Discussion leads: CSG – IPC; NCSG - NCSG	
17:30 – 18:00 Slot N	Closing and Next Steps Discussion	E3			H&I Ballroom
Post Meeting Community Day	16 February 2017				
8:00 – 12:00			Community Leaders	Programming Solely for Individual Community/Group Agendas	Break Out Rooms
12:00 – 14:00				Room Available for GNSO Councilors to attend GNSO Council Call	

MEETING GOALS:

At past Intersessional meetings, there has been general agreement among the meeting planners that one of the goals of the meeting would be to improve “how” the NCPH community talks about issues and conducts itself on issues of common interest. More specific goals articulated for individual plenary sessions are subject proposed below.

POTENTIAL DISCUSSION TOPICS FOR PLENARY SG/FULL-NCPH SESSIONS:

Set forth below is space for potential topics to assign to the various plenary sessions. As noted in the draft agenda above, it will be useful to designate community leader co-chairs for each session discussion. In the past it has been noted that defined goals for each session would also be useful.

Potential Plenary Issue topic areas (*as identified by members of the 2017 planning effort - Only initial suggestions provided and not in priority order*) are set forth below. A number of topics were suggested by meeting planners during a brainstorming session on the 15 December 2016 planning call and have been refined since that time.

(Note that in the initial draft framework/agenda plan there were 5 plenary session blocks, two plenary “working” lunch blocks and 3.25 hours of community breakout times during the two-day meeting). Version 4.0 adds a 6th plenary session block, with a revised total of 4 hours and 10 minutes of breakout time to be divided by stakeholder groups or constituencies.

- 1. Presentation of Group Priorities for 2017 calendar year** – early during the two-day meeting
- 2. NCPH Procedural (“In-House”) Issues** - discussion of selection process for the GNSO NCPH Board member. (See Section 2.4.3 of GNSO operating procedures - <https://gns0.icann.org/en/council/op-procedures-01sep16-en.pdf>, and see e.g., <http://gns0.icann.org/en/elections/cph-board-seat-selection-process-03sep15-en.pdf>). Also, possible discussion of other selection processes (e.g., future review teams). This session could also be used to discuss the timing and location of future intersessional meetings.
- 3. Meeting time with ICANN Senior Leadership (e.g., CEO)** – ICANN CEO Göran Marby will participate remotely.
- 4. Discussion with new staff leader of ICANN Compliance function** – Jamie Hedlund. New SVP examining capability of Slot D or other alternatives during the meeting..
- 5. New gTLDs – Next Phase - Would a new round of gTLD applications in the short-term be advisable and, if so, what major safeguards or changes should be considered?**
- 6. Maintaining the GNSO's traditional policy-making leadership position at ICANN (longer session?)**

“CSG and NCSG jointly participate in the Policy Development Processes of our GNSO. The importance of the PDPs and Multistakeholder Process was affirmed in the Transition. But is the PDP process being protected and preserved to its fullest extent? Recently, inroads into policy development have been made by the GAC, ALAC, even ICANN staff. The issue of preserving the GNSO process and policy development leadership affects both NCSG and CSG. It is in both parties' interest to explore how to maintain the required checks and balances of the Multistakeholder process, and the policy leadership role of the GNSO.

Questions for this session include:

In what instances is the GNSO PDP process being undervalued or undermined?

What were the reasons?

Is the process usually undermined because we don't pay attention or because of ICANN's deficient governance structure?

What can we do about it?”

7. ICANN budget discussion session (involvement of CFO?)(potential discussion to establish a small budget working group made up of NCPH members)

8. NCPH “Presenting” Discussion - Group discussion of role and expectations of the “house” and respective impact on roles of GNSO Council vice chairs, ICANN Board member and other issues. Is the NCPH just a voting algorithm? If not – what is it?

**9. Policy Discussion Block –
Time for Rights Protection Management (RPM) and Intellectual Property (IP) discussions**

Role of Discussion Leads:

(Communities are free to trade v5.1 randomly assigned responsibilities for a remaining short period of time)

- **Pre-meeting preparation with staff**
- **Fine tune topic description and goals of session**
- **Post-meeting follow-up with staff and community**

Newcomer Webinar Plans:

Staff will conduct a recorded and transcribed webinar to advise first-time delegates of what to expect at the meeting on Tuesday 31 January. Time and call details to be provided shortly.

Remote Participation:

Once the agenda is “finalized”, staff will produce a matrix of remote participation details to allow remote observers to connect to the meeting. Those connection details will be posted on the community wiki space for the meeting.

Remote observers will be able to observe all meeting deliberations live. Observers can comment on meeting discussions via the Adobe Connect (AC) Room chat or through direct messaging to their delegate peers. Meeting planners have discussed the possibility of at least one session to be conducted under Chatham House rules (see below). If so, that session will not be live-streamed.

Transcripts and recordings of the sessions will for later review be generated and posted on the community wiki space for the meeting.

Other Notable Preparation/Discussion Points:

1. Suggestion to conduct meeting (or perhaps just a session or two) under Chatham House rules. Impact on remote participation? Recordings?
2. Interest in conducting ground-work pre-meeting planning among delegates (at least session co-chairs). Staff available to assist co-chairs for specific session planning (running out of time on getting this implemented)
3. Interest in varying the lengths of particular sessions (longer and shorter sessions depending on topic needs)
4. Interest in having fewer sessions overall - to allow for more extensive discussions.
5. Confirmation that breaks will be designated in agenda
6. Staff is planning to conduct pre-meeting webinar briefing for delegates attending first Intersessional Meeting
7. A complete list of meeting delegates has been shared with the planning team to help them in their meeting preparation work. Staff will prepare a traditional "bio list" of all meeting attendees for distribution at the meeting. Similar to all previous NCPH Intersessional meetings, that list will be publicly published on the community wiki space for the meeting.

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