

RECOMMENDATIONS 10/11: WORKING GROUP SUPPORT	
STRATEGIC ALIGNMENT	
Part One – Which ICANN Objective does this meet	
Promote role clarity and establish mechanisms to increase trust within the ecosystem rooted in the public interest. Also, evolve policy development and governance processes, structures and meetings to be more accountable, inclusive, efficient, effective and responsive. See Strategic Plan main web page at: <a href="https://www.icann.org/resources/pages/strategic-engagement-2013-10-10-en">https://www.icann.org/resources/pages/strategic-engagement-2013-10-10-en</a> .	
Alignment with Strategic Goals	
<b>Goal</b>	<ul style="list-style-type: none"> <li>- Shared understanding by Board, staff and stakeholders of the allocation of responsibilities for design, development and implementation of policy and operational processes.</li> <li>- Shared understanding of the roles, responsibilities and accountability of the Board, staff and stakeholders.</li> <li>- Board, staff, and stakeholders use best practices and exercises appropriate behavioral norms.</li> </ul>
<b>Project/Recommendation</b>	<p><u>Recommendation 10</u>: That the GNSO Council develop criteria for Working Groups to engage a professional facilitator/moderator in certain situations.</p> <p><u>Recommendation 11</u>: That the face-to-face PDP Working Group pilot project be assessed when completed. If the results are beneficial, guidelines should be developed and support funding made available.</p>

SCOPE DESCRIPTION
<b>Scope Statement</b>
<ol style="list-style-type: none"> <li>1. Staff will provide the results of the evaluation of the facilitated PDP F2F Working Group Pilot Project and recommendations on PDP improvements and the GNSO Review Working Group to review the results.</li> <li>2. Staff will provide a status update on the development of guidelines for facilitated PDP F2F Working Group meetings.</li> <li>3. Staff will work with the GNSO Review Working Group to determine the best method to allow for unspecified/contingent funds, such as for a facilitator and face-to-face PDP Working Group meetings.</li> </ol> <p>The GNSO Review Working Group to determine whether the intent of this recommendation has been met or whether further steps need to be taken.</p>
<b>Out of Scope</b>
The above scope is sufficiently clear.
<b>Assumptions</b>
That the PDP F2F Working Group Pilot project is complete and the results of the PDP Improvements Process are published.
<b>Deliverables</b>
Determine if procedures are required to arrange for facilitated meetings or additional PDP Working Group Support.

OPTION ANALYSIS
None were considered or were necessary to be considered.

## SOLUTION

Staff research found the following:

1. On 09 June 2016 the GNSO PDP Improvements Implementation Discussion Group produced the “GNSO PDP Improvements Process End Report” that provides the following background and recommendation. See: <https://gns0.icann.org/en/drafts/memo-pdp-improvements-09jun16-en.pdf>.
  - a. **Background:** “Starting in 2013, the Council, in collaboration with ICANN Staff, gathered a number of ideas and suggestions to be explored to improve and streamline the existing Policy Development Process. These ideas and suggestions were translated into 10 PDP Improvements (see <http://gns0.icann.org/en/drafts/pdp-improvements-table-16jan14-en.pdf>). Many of these improvements were also closely aligned with the recommendations of the ATRT2 in relation to the GNSO PDP. Staff was tasked to explore and implement next steps for each item, including in pilot format. Since then, Staff has been providing regular status updates to the GNSO Council in conjunction with ICANN meetings. This memo is intended to provide a final status update, including proposed next steps on how to transform some of the GNSO Improvements that have been determined successful into permanent features of the PDP and close out this project until such time the Council identifies new improvements that are deemed worth exploring and/or revamps some of the improvements that were not deemed suitable for implementation at this stage.”
  - b. **Recommendation #2:** “Staff recommends that the Council directs staff to develop guidelines for the use and application for F2F facilitated PDP Working Group meetings on the basis of the experience of the pilot project [the F2F Facilitated PDP Working Group Pilot Project]. These guidelines should be submitted to the GNSO Council for review and adoption.”
2. A GNSO F2F PDP Working Group Pilot Project was conducted for three Working Groups: PPSAI (twice – Oct 2014 & Oct 2015) and IGO-INGO Access to Curative Rights – March 2015).
3. A survey was conducted to capture the results of the Pilot Project. All five Pilot Project Working Group Chairs participated. The survey was published at: <https://gns0.icann.org/en/drafts/compilation-survey-responses-pdp-09jun16-en.pdf>.
4. On 14 July 2016 the GNSO Council voted to approve the permanent integration of successful PDP Improvements into the GNSO PDP, per the recommendations in the GNSO PDP Improvements Process End Report.
5. Guidelines have not yet been developed for the use and application for F2F facilitated PDP Working Group meetings, although funding currently is being provided for requests for facilitated PDP sessions held during ICANN meetings, most recently for a professional facilitator for the Geographic Names sessions under the auspices of the GNSO PDP Working Group on New gTLD Subsequent Procedures at ICANN59, 26-29 June 2017.

The GNSO Review Working Group should determine whether ad-hoc funding is sufficient, or whether staff should be directed to develop draft guidelines for facilitation for review and approval by the GNSO Council.

## KEY DEPENDENCIES

Completion of the PDP F2F Working Group Pilot Project and of the end report of the GNSO PDP Improvements Process.

## RISK IDENTIFICATION

None.

**KEY PERFORMANCE INDICATORS**

It is not clear to staff whether a KPI applies in the implementation of these recommendations.

**NECESSARY TO PROCEED****Next Phase Activities/Resources**

None.

**REVIEWERS**

Name	Title	Date Sent
GNSO Review Working Group		

**APPROVERS**

Name	Title	Approval Status	Date
GNSO Review Working Group			
GNSO Council			

**REVISION HISTORY**

Date	Version	Description	Author
07 June 2017	V1	Original charter.	Julie Hedlund, Policy Director

**Attachments:**

- None.