

Pre-SPS Preparations

Theme: Orientation

- 1) Review the report and materials from the 2021 SPS (see <https://gns0.icann.org/sites/default/files/policy/2021/presentation/gns0-council-sps-meeting-report-01dec21-en.pdf>)
- 2) Webinar Q & A Session to address questions related to the following topics:
 - Role of the GNSO
 - Role and responsibilities of the GNSO as a member of the Empowered Community
 - What is the GNSO Council and what does it do, including review of ICANN Bylaws Article 11 and GNSO Operating Procedures?
 - GNSO Policy Development Process, including ‘picket fence’ as well as other GNSO policy processes
 - Role of Council leadership
 - Role of the Council liaison
 - Role of GNSO Staff Support
 - See preparatory materials: <https://drive.google.com/drive/u/0/folders/0AGmiYbOKNstYUk9PVA?ths=true> (materials to be added)
 - See [zoom recording](#) of webinar that took place on 22 November 2022
- 3) Preparatory materials: https://drive.google.com/drive/u/1/folders/1JnhbB5ADwpX9iHWyahWrDn60xJvTw_Z1
- 4) General information: <https://drive.google.com/drive/folders/1USPwVrqqoDkfNPAauUxtaCdLh8Xo8LLF>

Day 0 - Tuesday 13 December 2022

| Timing | Topic |
|---------------|--|
| From 18.00 | Informal Welcome Reception (Terrace on the first floor) |

Day 1—Wednesday 14 December 2022

Theme: Introductions & Induction

Desired outcomes: Building personal relationships and ensuring a common understanding of the role of a Council member as well as relationships with SG/Cs

| Timing | Topic | Desired Outcomes |
|---------------|---|---|
| 8.30 – 9.30 | <p>Welcome & Introductions</p> <ul style="list-style-type: none"> ● Welcome (Sebastien Ducos) ● Rules of the SPS (Melissa Allgood) ● Getting to know each other (all) | <ul style="list-style-type: none"> ● Agree on rules of participation and engagement expectations ● Getting to know each other better |
| 9.30 – 10.45 | <p>SG/C Chairs introductions</p> <ul style="list-style-type: none"> ● Introduction (Sebastien Ducos) ● SG/C Chairs or their representatives (remotely): <ul style="list-style-type: none"> ○ Brief overview of SG/C ○ How SG/C – Council member interaction takes place ● Discussion – if/how could/should SG/Cs & Council improve their coordination | <ul style="list-style-type: none"> ● Better understanding of how each SG/C works and engages with their respective Council members ● Identify opportunities for better engagement and coordination between Council and SG/Cs |
| 10.45 – 11.00 | Email break | |
| 11.00 – 12.30 | <p>The role and responsibilities of a GNSO Council member</p> <p>Facilitator: Melissa Allgood</p> <ul style="list-style-type: none"> ● Introduction of topic by panel: <ul style="list-style-type: none"> ○ How does actual experience as a Council member differ from your original expectations? ○ What would you wish someone had told you or pointed you towards when you first joined the Council? ○ How do you prepare for Council work – tips & tricks? ● Group Discussion <ul style="list-style-type: none"> ○ Are role and responsibilities of Council members well understood? ○ Are there gaps and/or concerns about the current role and responsibilities? ○ If/how do the Council commitments fit into this discussion? <p>If time allows, consider past scenarios in which the Council could/should have acted differently that may help inform future action (note, this is not limited to consideration of PDP recommendations but could also focus on Council -SG/C interactions).</p> | <ul style="list-style-type: none"> ● Better understanding of the role and responsibility of a Council member ● More intentionally think about how PDPs will operate and anticipate potential problem areas, when is Council expected to step in? ● Promote Council as protector / facilitator of consensus ● Build understanding about how each SG/C reach consensus within their group - broad goal of building understanding/knowledge sharing. |
| 12.30 – 13.30 | Lunch Break | |

| Timing | Topic | Desired Outcomes |
|---------------|--|---|
| 13.30 – 15.30 | <p>Council’s role as Manager of the PDP Facilitator: Melissa Allgood</p> <p>Group Discussion:</p> <ul style="list-style-type: none"> • What are the existing tools that are available to stay up to date on the work of a PDP? Are Council members aware of these and are these being used? • What information is the Council expected to consider / review before approving PDP recommendations (e.g. impact on human rights, operational impact assessment)? • What improvements have already been made to facilitate this consideration and what other improvements could/should be considered? | <ul style="list-style-type: none"> • Common understanding and agreement on the Council’s role as the Manager of the PDP; • Awareness of tools that are available to support the Council in this role; • Identify if further improvements / changes need to be made in relation to information that is reviewed by Council when considering PDP recommendations for approval. |
| 15.30 – 16.00 | Email break | |
| 16.00 – 17.30 | <p>Team Building Exercise Facilitator: Melissa Allgood</p> | |
| Evening | <ul style="list-style-type: none"> • Group outing – Cooking class | |

Day 1 Required Reading:

https://drive.google.com/drive/folders/1k9YkK4QlpzoDLVD3z9YxX8Z_zlnYp346

Day 2 – Thursday 15 December 2022

Proposed Theme: Building bridges and fostering collaboration

Desired outcomes: Identifying pain points and possible solutions with the goal to facilitate Council work but also relationships and engagement with the broader GNSO community

| Timing | Topic | Desired Outcomes |
|---------------|--|--|
| 8.30 – 9.00 | Arrival at meeting room | |
| 9.00 – 10.30 | <p>Break out sessions – Identify opportunities for better coordination and engagement, both within Houses, Council as well as with the GNSO community</p> <p>Facilitator: Melissa Allgood</p> <ul style="list-style-type: none"> ● Introduction (plenary format) ● Breakout sessions | <ul style="list-style-type: none"> ● Identify opportunities for better communication (formal and informal), both within Houses, Council as well as with the GNSO community |
| 10.30 – 10.45 | Email Break | |
| 10.45 – 12.00 | <p>Build on lessons learned from team building exercise & breakout sessions to focus on how to encourage better coordination and fostering collaboration across houses, GNSO Council as well as GNSO community</p> <p>Facilitators: Greg DiBiase & John McElwaine</p> | |
| 12.00 – 13.00 | Lunch break | |
| 13.00 – 15.00 | GNSO Council meeting | |
| 15.00 – 15.30 | Email Break | |
| 15.30 – 17.30 | <p>Council Meeting planning & how to make most efficient use of time</p> <p>Facilitator: Sebastien Ducos</p> <p>Group Discussion:</p> <ul style="list-style-type: none"> ● How to make most efficient use of F2F time as well as monthly meetings? ● How to ensure that there is sufficient opportunity for the broader GNSO community to engage with the GNSO Council? | <ul style="list-style-type: none"> ● Identify pain points and ways to address these when it comes to Council meetings as well as engagement with the GNSO community. ● Identify implementable changes that will allow individuals to feel heard balanced against unnecessary repetition / information that could be better suited to non F2F Council time. |

Day 2 Required Reading:

<https://drive.google.com/drive/folders/1HpYoybwkvOpaDHEecwcHGujcVdlv58Vv>

Day 3—Friday 16 December 2022

Proposed Theme: Planning for the year ahead

Desired outcomes: Common understanding of the work ahead and agreement areas of focus for the year

| Timing | Topic | Desired Outcomes |
|--------------------|--|---|
| 8.30 – 9.00 | Arrival at meeting room | |
| 9.00 – 10.30 | Understand the Council’s current and future workload Facilitator: Sebastien Ducos <ul style="list-style-type: none"> Review of ADR as well as current projects underway & expected milestones | <ul style="list-style-type: none"> Common understanding of Council’s current and future workload |
| 10.30 – 11.00 | Email Break | |
| 11.00 – 12.30 | Main opportunities & challenges to delivering on this workload Facilitator: Greg DiBiase | <ul style="list-style-type: none"> Identification of main opportunities and challenges to delivering on workload identified during the previous session |
| 12.30 – 13.30 | Lunch Break | |
| 13.30 – 15.00 | How to capitalize on opportunities and counter challenges Facilitators: John McElwaine | <ul style="list-style-type: none"> Agreement on how to capitalize on opportunities as well as how to address challenges identified in the previous session |
| 15.00 – 15.15 | Email break | |
| 15.15 – 16.30 | Strategic priorities for the year ahead Facilitator: Sebastien Ducos | <ul style="list-style-type: none"> Confirm strategic priorities and objectives for the Council for the year ahead as well as beyond |
| 16.30 – 17.00 | Wrap up Facilitator: Sebastien Ducos & Melissa Allgood | |
| From 17.00 onwards | Departures | |

Day 3 Required Reading: <https://drive.google.com/drive/folders/1jPao0QomebMQ-cATPezbx97vzPoOTHJ6>