

ICANN MEETINGS

RATIONALE FOR CONSOLIDATED MEETINGS STRATEGY PROPOSAL

Background: The topic of ICANN meeting structure, purpose, execution and locations is not a new one; it has been evolving since the early days of ICANN. Documentation regarding ICANN's approach to its thrice a year meetings began in earnest with the [Meeting White Paper](#) posted by then Board member Susan Crawford in November 2006. The [ICANN Meetings Reform Discussion Paper](#) published in 2008 continued the discussion, and it persists today.

Current Process for the Selection of ICANN Meeting Locations: Since 1999, ICANN has used a host bid process for the identification and selection of ICANN Meeting locations. From 1999 to 2007, a majority of the planning and execution of ICANN Meetings was handled by the geographic host. In 2007, ICANN implemented a new policy, bringing most of the planning and execution in-house, but still relying on geographic hosts for government involvement, Internet bandwidth, gala, security, and other meeting elements. The process includes:

- ICANN announces a call for location recommendations for an upcoming meeting in a specific geography.
- Interested hosts complete and submit a location recommendation form identifying proposed hotels and meeting facilities.
- Staff evaluates those location recommendations to ensure that the proposed locations meet the basic requirements for hosting an ICANN Meeting.
- Staff then visits each location that meets the basic requirements, typically numbering two or three, to meet with the host team, others in the Internet community, and government officials, and to examine the facilities and infrastructure to ensure that an ICANN Meeting can, in fact, be held there.
- Staff then develops a recommendation on a single location and presents it to the ICANN Board Public Participation Committee, Board Finance Committee and Board Global Relations Committee for recommendations, then to the full ICANN Board for approval of the location.

Issues with Current Process:

- As ICANN Meetings have increased in size and scope, the number of facilities capable of hosting an ICANN Meeting has decreased considerably. In addition, the number of facilities that actually meet all of the established meeting location selection criteria is very limited.
- ICANN Meetings have already been held in more than 40 different cities worldwide. It is becoming increasingly difficult to identify new hosts, as well as new host cities with the appropriate facilities.

Consolidated Meetings Proposal:

ICANN is considering the implementation of a *Consolidated Meetings Strategy* for future ICANN Meetings. Elements of the strategy are:

- Using the selection criteria listed below, ICANN will identify the best facilities in the world for conducting an ICANN Meeting. These typically will be convention centers with adjacent supporting hotels.
- Availability of the facilities on published ICANN Meeting dates will be confirmed.
- Favorable, multi-year contracts with meeting facilities, which may include hotel chains or groups, and other service providers, e.g., hotels, audio-visual services and registration staffing, will be negotiated, resulting in reduced costs for the ICANN community, and ICANN.

An additional benefit of the consolidated meetings strategy is that it facilitates the long-term identification of future meeting locations.

Criteria to be used to Select Consolidated Meeting Locations:

- Venue must meet all ICANN meeting requirements, and allow for the ability to grow in the number of delegates and the number of meeting rooms
- Safe & secure environment
- Good international airline routes/access
- Reasonable airfare
- Reasonable visa requirements
- City center location
- Convention center with adjacent anchor hotel(s) or hotel with large meeting facilities
- Good selection of additional hotels within walking distance for all delegates, at varying price points
- Good selection of restaurants, snack bars, coffee shops and retail shops within walking distance
- Access to convenient and affordable public transportation
- Fully accessible for people with disabilities
- Adequate Internet infrastructure
- Reasonable expense for the ICANN community, and ICANN

Consolidated Meetings Proposal for 2014, 2015 and 2016:

- Hold the first meeting of the year in two cities in Asia Pacific.
- Hold the second meeting of the year in two cities in Europe.
- Rotate the third meeting of the year through North America (2014), Africa (2015) and Latin America/Caribbean (2016). These will be the Annual General Meetings for each year.

Conclusion:

ICANN realizes that, in seeking to improve operational efficiency, we may be impacting regional diversity. Issues for consideration are:

- Is equality of regional rotation important or not?
- Is it sufficient to rotate in a "non-equal" way?
- What can be done to mitigate any negative impact?