

[DRAFT] Record of Meeting

Meeting	General Advisory Standing Committee Meeting	
Date / Time	Tuesday 15 June 2021 / 3.00pm – 5.00pm AEDT	
Location	Teams Meeting	
Present	Madeleine Roberts, Chair Leslie Callaway Ian Halson P R Khangure (<i>in attendance until 4.27pm</i>)	Charles Reis Steve De Mamiel John Graham Sae Ra Germaine (<i>joined at 3.06pm</i>)
Also in attendance	Rosemary Sinclair AM, auDA CEO Sonia Joksimovic, auDA Co Sec Bruce Tonkin, auDA COO Colin Brown, auDA CPCO	Sophie Mitchell, auDA CCO Sandra Davey, auDA Director Steph Viljoen, Manager Compliance Analytics & Privacy Officer
Apologies	Michael Dodge Jon Lawrence	Paul Marshall Trent Wabbis

1. Welcome and Introduction

The Chair welcomed all present and opened the meeting at 3.05pm.

2. Approve Record of Meeting – 19 April 2021

The Committee reviewed the record of the meeting held 19 April 2021.

The Committee requested further detail be included in the meeting record, to reflect more fully the Committee's discussion.

The Committee noted the following addition to be made to 19 April 2021 meeting agenda titled "*Correspondence from the Holden Retirees Club*".

Several GASC members raised concern from a Public Relations (PR) aspect and noted the Board is asked to consider a grandfather approach for existing org.au names affected by the new licensing rules.

It was noted approval of the 19 April 2021 meeting record would be held over to the next meeting, subject to this amendment discussed and agreed [ACTION].

It was further noted that the draft record of meetings, once approved by the Chair, would be circulated within two (2) weeks of the meeting date for Committee review.

3. Final CRK Report

The Final CRK Report was taken as read.

Rosemary Sinclair invited GASC members for feedback on the tabled CRK report, noting:

- The Committee suggested a mechanism to transfer information between the Company's two Advisory Committees, GASC & TASC, and it was **agreed** that circulation of meeting records; cross membership (i.e. currently Sae Ra Germaine and John Graham are members of both Committees) and facilitation between respective Committee Chairs on an annual basis, would assist information sharing.

4. auDA Strategy Update

Rosemary Sinclair provided an update on auDA's Strategy evolution.

There were no comments noted or questions raised by the Committee.

5. GASC Charter

Further to the previous Committee meeting and the advice outlined in the CRK Report, Rosemary Sinclair noted a draft Committee Charter had been developed for members review and contribution.

Colin Brown was invited to provide an outline on the draft Charter, consistent with the Constitution, as governed by rule 4.2, noting its objective to act in an advisory capacity.

The Committee commended Management on the development of the Charter, noting it was well put together and consistent with the Strategy update from Rosemary Sinclair, and provided the following observations:

- Consideration to including the environment customers operate in.
- Clearly defined role & responsibilities of the Committee as governed by 4.2b of the Constitution i.e. *The role of the General Advisory Standing Committee is to receive and consider submissions from members of the general public who are interested in the management, operations, decisions or actions of the Company.*
- Capturing the independence of the Advisory Committee, as governed by 4.1c of the Constitution i.e. *The Board must acknowledge and consider any advice or recommendation received from an Advisory Committee at a Board meeting within 60 days of receiving from an authorised representative of the Advisory Committee a formal and final written report of such advice or recommendation.*

- Reviewing the Charter on an annual basis and not 2 years.
- The Board will appoint a suitably credentialled Chair from within the GASC committee members.
- Tenure for GASC members (including the GASC Chair) will be for six (6) years, or two (2) terms - whichever is the maximum with staggered terms to support a continuity of membership and a stable succession plan.
- Composition to be increased to up to 10 members, which will assist the staggered term approach.

The Committee noted from its cross membership, the following feedback observed at TASC, which was supported as a shared objective for Charter inclusion:

- the provision of an Observer to assist the engagement and involvement of a younger demographic; and
- the inclusion of metrics to assist develop the skill set and knowledge required of members to ensure appropriate diversity and assist succession.

Rosemary Sinclair noted that on an annual basis, the GASC & TASC Chairs will also have the opportunity to meet with the Board which supports auDA's commitment for improving both transparency and accountability.

It was **agreed** amendments discussed would be marked up and circulated offline to the Committee for members to then review and to provide any further return feedback [ACTION], before it is then considered for endorsement by the Board's People & Culture Committee prior to Board approval.

6. GASC Membership

It was noted that observations on GASC Membership had been covered in the previous agenda discussion and no further comment was required.

Due to another commitment, PRK Khangure left the meeting.

7. .auCheck Tool Demonstration

Bruce Tonkin provided the Committee with an update on a test tool to increase the use of modern internet security standards.

Bruce Tonkin demonstrated the Australian version, which was discussed.

The Committee provided feedback, noting the tool was a positive initiative to increase security, however, cautioned that it may drive service calls to IT service providers, which was discussed.

It was suggested that careful communication that indicates that the tool identifies a range of areas for improvement and that improving security is an ongoing task to accompany the launch to assist educating and informing customers would be advantageous.

The Committee considered what competing tools are available and it was **agreed** Ian Halson would investigate and report back to the Committee for the next meeting [ACTION].

8. auDA Members Update/ Community Events Calendar

Sophie Mitchell provided the Committee an update on auDA's Stakeholder Engagement Strategy, noting the Community Events Calendar, as tabled.

The Committee observed a typographical amendment to the tabled September 2021 dates was required [ACTION].

The Committee proposed a member Christmas event be considered.

The Committee suggested a stakeholder outreach to regional areas.

9. GASC Quarterly Meeting Schedule

Sonia Joksimovic noted two (2) remaining Committee meetings for 2021 have been confirmed and scheduled, noting a draft calendar for 2022 is currently in progress.

The Committee proposed a meeting date change to bring forward the 22 December 2021 meeting to either late November 2021 or early December 2021, subject to Chair availability [ACTION].

It was noted the September 2021 Committee meeting is anticipated to be held in person.

10. Other Matters

Rosemary Sinclair noted Bruce Tonkin has been appointed to the newly formed Advisory Council to the Domain Name System (DNS) Abuse Institute and suggested a standing agenda for future meeting will be to seek interest or areas of concerns, in alignment with the GASC Charter, that auDA should be aware of and encouraged members to give consideration to this for the next meeting [ACTION].

Sonia Joksimovic noted an update on member details, to ensure currency of records would be circulated for return feedback [ACTION].

Ian Halson queried the process for registrar complaints and it was **agreed** that an update on the Licensing Review Framework and auDA's Complaint Handling process would be included in the next scheduled meeting agenda for Committee information and further discussion [[ACTION](#)].

Due to another meeting commitment, Rosemary Sinclair left the meeting.

II. Meeting Close

The Chair confirmed there were no further questions from the Committee.

Rosemary Sinclair thanked all members for their respective time and contribution at the meeting.

The Meeting closed at 5.19pm.

Signed as a true and correct record.

Madeleine Roberts
Committee Chair

Date: