

## Broadband Operational Group Projects Status for SORT, CEG and WRS

**As of 16<sup>th</sup> September 2009**

<b>Project</b>	<b>Lead</b>	<b>Status/Priority</b>
<b>1. Governance of LFC</b>	<b>WCC – Paul Desborough</b>	<b>Hold/Low</b>
<b>2. Funding of LFC</b>	<b>WCC – Paul Desborough</b>	<b>Hold/Low</b>
<b>3. Technologies/Deployment (Supply)</b>		
3.1 Region-wide rules for new trenching technologies	<b>WCC – Paul Desborough</b>	<b>Development/High</b>
3.2 Region-wide rules for aerial deployment	<b>GWRC – TBC</b>	<b>Hold/Low</b>
3.3 Federated GIS / Road Openings/ Regional repository of local government assets (Being re-scoped and renamed)	<b>KCDC – Bernie Goedhart</b>	<b>Development/Medium</b>
3.4 Asset Access Policies	<b>HCC – Gary Craig</b>	<b>In Train/High</b>
3.5 Rural deployment	<b>MDC – Wes ten Hove</b>	<b>Hold/Low</b>
<b>4. Uptake (Demand)</b>		

4.1 Broadband Finder (Businesses)	<b>Grow Wellington – Suse Reynolds</b>	<b>In Train/High</b>
4.2 Health	<b>TBC – being developed</b>	<b>Hold/Low</b>
4.3 Education	<b>Each council on their own</b>	<b>In Train/Low</b>
4.4 Councils – particularly Councils as IT purchasers	<b>TBC – being developed</b>	<b>Hold/Low</b>
4.5 Rural uptake	<b>MDC – Wes ten Hove</b>	<b>Hold/Low</b>
<b>5. Communications</b>	<b>GWRC – Melanie Thornton</b>	<b>Development/High</b>

### Mapping of Central Government Announcement and BOG Programme

<b>Central Government Role per 16/9/2009 announcement</b>	<b>BOG Project</b>
“overall, recognising the UFB Initiative as a key strategic initiative for their region.”	Embedded in WRS since WRS inception
“making local assets and land available to be used”	3.4 Asset Access Policies
”streamlining and coordinating regulatory processes and local authority interfaces”	3.3 Federated GIS / Road Openings/ Regional repository of local government assets (Being re-scoped and renamed)
“facilitating partnerships with LFC investors operating (or likely to operate) in their regions”	1. Governance of LFC and 2. Funding of LFC
“supporting the use of low-cost deployment technologies (such as micro-trenching, overhead and directional drilling) where appropriate”	3.1 Region-wide rules for new trenching technologies and 3.2 Region-wide rules for aerial deployment

## Wellington Region Broadband Operating Group

### Project Brief 3.4: Asset Access Policies

#### Version control

Version	Date	Author	Description
1.0	31 July 2009	P Mukherjee	Gary Craig approved draft for BOG approval
1.1	17 August 2009	P Mukherjee	Gary Craig draft for approval
1.1	20 August 2009	P Mukherjee	Approved and baselined
1.2	8 September 2009	P Mukherjee	Modified following BOG feedback and baselined again

#### Digital Strategy Strand: Connection

*Who is responsible?*

**Project Leader: Gary Craig, HCC**

*What do we want to do?*

- Identify existing policies, charges and legal documents for access to council assets
- Share the existing set of policies, charges and legal documents with participating Councils
- Consider with Council staff the relevance that having determined policy, charges and legal documentation would have in assisting the acceleration of the roll out of broadband in the region
- If considered relevant encourage the development of policy, charges and legal documentation to assist with the acceleration of the roll out of broadband in the region.

*Why do we want to do it – output?*

- Different councils in the region either have different policies or no policies in place governing access to council assets, associated charges and legal documents. This situation leads to uncertainty, time delays and higher compliance and transaction costs for telecommunication infrastructure provider, when it comes to rolling out fibre cable. Ensuring that each council has an identified policy and associated charges and legal documents will reduce the uncertainty, delay and costs for the telecommunication infrastructure provider. This output will directly contribute to positioning the region as a “Fibre Friendly Region” in the country making it easier for telecommunication infrastructure providers to work in our region.

*Why do we want to do it – outcome linked to WRS outcomes?*

- The Wellington Regional Strategy identifies broadband as a key enabler of economic growth and one of seven priorities. This is particularly around innovation and productivity benefits, but also high quality broadband infrastructure can transform the delivery of education and health services and facilitate new forms of community engagement and participation in public life.<sup>1</sup> The proposed output directly contributes and advances the regions progress to this WRS outcome.

*What is the current state?*

- Councils own various assets that could be useful in new fibre deployment, such as existing underground conduit suitable for housing passive fibre optic cables (e.g. existing unused ducts, existing storm water, pits and sewer pipes), structures in the road corridor (e.g. light poles), and buildings where fibre optic network active equipment could be installed.
- Where Council's have considered this issue access to such assets is governed by a range of policies, charges and legal documents.
- Some Councils may not yet have considered the issue, therefore have no policies, charges and legal documents that govern the possible use of their assets by telecommunication infrastructure providers.
- In some cities some of these assets may not be under the direct control of the Council, but in Council Controlled Organisations or other entities. Two obvious examples are CAPACITY and the Wellington Cable Car Company.
- Finally it is difficult to find out if a Council has a policy, charge and legal documents for access to their assets potentially being considered for use by a telecommunication infrastructure provider.

*What steps do we need to get there?*

1. Develop a list of key people in each council that need to be contacted to obtain the necessary information
2. Develop a format for a stock take of existing Council policies, charges and legal documents
3. Request the necessary information – request sent out from Project Leader to key people identified
4. Obtain the necessary information, thereby completing the stocktake
5. Compile, analyse and produce a definitive statement of the current state
6. Workshop and/or meet with key officers in each Council/ Council entity to:
  - confirm the output of the stock take and
  - consider the development of policies, charges and legal documents, possibly on a standardised basis
7. Develop a CEG and/or Council paper that makes a BOG recommendation and seek agreement to it; based upon the work done in the project

---

<sup>1</sup> [http://www.wrs.govt.nz/regional\\_broadband\\_plan/index.htm](http://www.wrs.govt.nz/regional_broadband_plan/index.htm)

8. Obtain CEG and/or Council agreement with recommendation in the CEG and/or Council paper
9. Prepare the project brief for any follow on project if and as appropriate

*When does it need to get done?*

- Ideally the agreement from the CEG and/or Council to the recommendation should be completed by 31st October 2009. This is based on the current BII timeline.
- However the current project plan indicates a that the CEG and/or Council paper will only be ready around the 23<sup>rd</sup> November 2009
- This may not be an issue as long as substantial work in under way when BII activity begins in earnest – which is highly unlikely to occur before end of September 2009.

*What resources are required?*

Who	Organisation	Staff time	Consultant time	Who pays
Gary Craig	HCC	6 hours per week	None	HCC
Tim Henwood	GWRC	8 hours per week	None	GWRC
Nicholas Lucas	HCC	2 hours per week	None	HCC
Other BOG members	Respective TLA's	1 hour per week	None	Respective TLA's
Prashanta Mukherjee	WCC	None	3 hours per week	WCC
Project Administrator	HCC	1 hour a week	None	HCC

- *Note that time of officers and staff in each council will be required (over and above listed in the table above) by way of them considering the request from the project, performing the necessary actions and participating in discussions (meetings and workshop) to complete the request. This is very hard to estimate at this stage, but likely to be of the order or 24 hours per person per council for the duration of the project.*

*What is the role of each resource in the project?*

1. Gary Craig – Project Leader
2. Tim Henwood – Project Analyst
3. Nicholas Lucas – Project Analyst
4. Other BOG members – Champions inside the council to ensure good participation
5. Prashanta Mukherjee – Project Manager
6. Project Administrator- TBA (HCC)

*What are the tasks and deliverables and who will do them?*

Task	Deliverable	Resource assigned	Duration	Elapsed time from start
1. Develop a list of key people	The list of key people in each council that need to be contacted to obtain the necessary information	Project Leader and Project Manager, BOG	3 weeks	3 weeks
2. Develop a format for the stock take	Format for stocktake – as an Excel spreadsheet, duly tested with HCC and GWRC with exemplar to articulate what information is being sought	Project Analyst(s)	2 week	2 week
3. Request the necessary information	Contact key people in each council seeking a face to face session to complete the stocktake	Project Leader Project Analyst (s), Project Administrator	1 week	3 weeks
4. Stock take	Format for stock take and output from the stock take i.e. the format with appropriate and necessary commentary	Project Analyst(s), Project Leader and Project Manager + Council people	3 week	3 weeks
5. Compile, analyse and produce a definitive statement of the current state	The format completed with the analysis including appropriate and necessary commentary, attachments (e.g. policy documents, agreement/legal documents) along with paper and presentation materials to support the workshop and meetings	Project Analyst(s), Project Leader and Project Manager	5 weeks	5 weeks
6. Workshop and/or meet with key officers in each Council	The output of the Stock take and analysis confirmed and future plans explicated and documented, all brought together in a single document.	Project Analyst(s), Project Leader and Project Manager + admin + BOG +	9 weeks	9 weeks

Task	Deliverable	Resource assigned	Duration	Elapsed time from start
		Council people		
7. Develop CEG/Council paper	The CEG/Council paper	Project Leader, Project Manager BOG members	12 weeks	12 weeks
8. Obtain CEG and/or Council agreement	The CEG/Council paper – approved by CEG/Council	BOG Chair Project Leader	4 weeks	16 weeks
9. Prepare the project brief for follow	Project Brief	Project Leader and Project Manager	3 weeks	19 weeks

*How will we know that we have got there?*

- CEG/Councils agree to the BOG recommendations

*What are the potential roadblocks (constraints, dependencies and risks)?*

- The work done in the project will become redundant because the central government will legislate to achieve the same result
- CCO's such as CAPACITY and WCCL may not consider this activity a priority and thus may be unwilling to participate.
- Individual Councils may not be willing to apply resources to the development of policies, associated charging regimes and legal agreements until such time that it is urgently required.
- There may be "human resource" constraints that prevent the Councils from being able progress this project.
- There may be "financial resource" constraints that prevent the Councils/BOG from being able to move this project along

*What are our assumptions?*

- There is executive and political commitment to making the region "fibre friendly" by lowering the compliance and transaction costs to telecommunications infrastructure operators.
- There are no major legislative and/or community barriers to adopting a single uniform policy in the matter under discussion

*What impact will doing this have on other projects and initiatives in the region - not just Broadband?*

- The resources required to be applied to this project are also engaged in other non-Broadband projects, hence a priority conflict may occur



## Wellington Region Broadband Operating Group

### Project Brief 4.1: Broadband Finder

#### Version control

Version	Date	Author	Description
1.0	26 August 2009	S Reynolds and M Fletcher	First draft
1.1	27 August 2009	P Mukherjee	Reflect team discussion – draft for BOG approval
1.2	9 September 2009	P Mukherjee	Incorporate feedback from Tony Van Horik and for baselining by S Reynolds

#### Digital Strategy Strand: Connection

*Who is responsible?*

**Project Leader: Suse Reynolds, Grow Wellington**

*What do we want to do?*

- Provide clearer information to business consumers in the region about the options (vendor, price, speed) they have when purchasing broadband internet services for their desired use. We plan to do this through fostering the development and operation of service developed around an online tool similar to the Consumer PowerSwitch online service. The service may also potentially gather demand information from the business consumers. Note, this project will not “create” the service, but create the concept, seek support and financial commitment for concept to be realised and if there is sufficient support and commitment prepare the “business case” for the establishment and operation of the service

*Why do we want to do it – output?*

- Making recent, authoritative and independent choices available to business consumers in the region will drive uptake of broadband and stimulate competition
- New broadband provider entrants will have low barriers to entry to promote their services to business consumers in the region to drive innovation and productivity

*Why do we want to do it – outcome linked to WRS outcomes?*

- The Wellington Regional Strategy identifies broadband as a key enabler of economic growth and one of seven priorities.<sup>2</sup> The proposed output directly contributes and advances the regions progress to this WRS outcome. In particular the output will contribute to businesses empowered with the knowledge of choice in broadband, that will contribute to getting products to international markets, lowering production costs, thereby increasing productivity, and assist in retaining and attracting businesses and individuals to the region.

*What is the current state?*

- It is not easy to obtain information for business consumers about broadband choices at their business locations. They either have to call multiple operators and/or obtain information from the websites of the same. It is relatively difficult to obtain “precisely” what is available at a business location at a point in time
- The “National Broadband Map” (provided by SSC) does not offer details of services, only infrastructure. Further it presents the information at a very high level of abstraction viz. believing that, it would appear that every street in the region has fibre optic based broadband
- several speed comparison web sites but no benchmarking
- A resource at <http://www.ispmap.co.nz/> is rather outdated and most importantly quite “geeky”
- Grow Wellington research has established an unmet need (4 Cities Broadband Assessment (June 2008)

*What steps do we need to get there?*

1. Create a concept paper clearly setting out the online application, the service around it and what it will deliver and an assertion that such a service does not exist in New Zealand
2. Interact with possible shareholders/funders to garner support for the service to be created and run. Possible candidates are: (not an exhaustive list)
  - a. Internet NZ
  - b. New Zealand Computer Society
  - c. Ministry of Economic Development
  - d. SSC
  - e. Ministry of Consumer Affairs
3. Interact with telecommunications operators and ISP’s to determine their level of interest in participating in the service, if it is created
4. Reach a Go/No Go decision based on the interactions and obtain a mandate from Grow Wellington, Senior Management Team
5. Obtain confirmation of shareholder/funder support

---

<sup>2</sup> [http://www.wrs.govt.nz/regional\\_broadband\\_plan/index.htm](http://www.wrs.govt.nz/regional_broadband_plan/index.htm)

6. On Go and shareholder/funder support, develop a full business and establishment case for the service (not just the online platform)
7. Handover to establishment team

*When does it need to get done?*

- Ideally a Go/No go point by end of October 2009.
- However the current project plan indicates a that Go/No Go decision and mandate (in case of a Go) will only be ready around the 20<sup>th</sup> November 2009
- This may not be an issue as long as substantial work is under way when BII activity begins in earnest – which is highly unlikely to occur before end of September 2009.

*What resources are required?*

Who	Organisation	Staff time	Consultant time	Who pays
Suse Reynolds	GW	4 hours per week	None	GW
Michael Fletcher	GW	4 hours per week	None	GW
Paul Desborough	WCC	2 hours per week	None	WCC
Prashanta Mukherjee	WCC	None	8 hours per week	WCC
Other BOG members	Respective TLA's	1 hour per week	None	Respective TLA's
Project Administrator	GW	1 hour a week	None	GW

*What is the role of each resource in the project?*

7. Suse Reynolds – Project Leader
8. Michael Fletcher – Stand in Project Leader and Project Analyst
9. Paul Desborough – BOG Chair
10. Prashanta Mukherjee – Project Analyst and Project Manager
11. Other BOG members – Champions inside the councils to ensure good participation
12. Project Administrator- TBA (GW)

*What are the tasks and deliverables and who will do them?*

Task	Deliverable	Resource assigned	Duration	Elapsed time from start
10. Create a concept paper	Draft concept paper	Project Leader (including stand in ) and Project Analyst	3 weeks	3 weeks
11. Interact with possible shareholders/funders	Commitment or otherwise of investment or grant	Project Leader, Project Analyst(s), Project Analyst	4 weeks	7 weeks
12. Interact with telecommunication operators and ISP's	Indication of interest and support including active participation	Project Analyst (s), Project Administrator	2 weeks	9 weeks
13. Reach a Go/No Go decision	Final concept paper reflecting the interactions and having preliminary, indicative financials – particularly of committed shareholder/funder support, and a recommendation for SMT	Project Leader (including stand in ) and Project Analyst, BOG Chair	2 weeks	11 weeks
14. Obtain confirmation of shareholder/funder support	Letters of commitment from shareholders/funders	Project Leader, Project Manager and BOG Chair	4 weeks	15 weeks
15. On Go and mandate, develop a full business and establishment	Business and Establishment case	Project Leader (including stand in ) and Project Analyst/Project Manager	6 weeks	19 weeks
16. Handover to establishment team	Business and Establishment case and relationship network	Project Leader and Project Manager	4 weeks	23 weeks

*How will we know that we have got there?*

- A high quality concept paper and supporting presentation material produced per plan
- Gathering support for the service from three potential shareholders/funders
- Gathering support for the service from two substantial operators and/or ISP's

*What are the potential roadblocks (constraints, dependencies and risks)?*

- Possible risk that another regions or central government may propose a similar tool and come to market with it before us or compete for the same sources of financial support
- Not enough shareholders/funder support
- Not enough support from industry players
- Resource constraints impeding the progress of the project

*What are our assumptions?*

- The hypothesis of unmet need is true
- No other such initiative is under development currently by a central government agency such as MED or SSC

*What impact will doing this have on other projects and initiatives in the region - not just Broadband?*

- The resources required to be applied to this project are also engaged in other non-Broadband projects, hence a priority conflict may occur