

**He Pou a Rangi Climate Change Commission Board Meeting Minutes (Meeting 60)**  
**Tuesday 24 September 2024**

A meeting of the Climate Change Commission Board Members was held at the office of the Climate Change Commission Board Room, Level 21, Aon Centre, 1 Willis Street, Wellington with attendees also joining via Teleconference Facility. The meeting started on Tuesday, 24 September 2024 at 8.45am and concluded at 5.13pm.

**Climate Change Commission Attendees:**

Dr Rod Carr – Board Chair  
Lisa Tumahai – Deputy Chair  
Catherine Leining  
Dr Judy Lawrence  
Distinguished Professor Steven Ratuva  
Dr Andy Reisinger  
Dr Tanira Kingi  
Professor James Renwick

**Invited Attendees:**

Jo Hendy – Chief Executive  
Gemma Lawson – Senior Board Coordinator and Minute Taker  
Anne Jonathan – Executive Assistant

**Guests:**

Astrid Nunns – General Manager, Strategic Operations  
Barry Anderson – General Manager, Sector Analysis  
Charlotte Delahunty – Programme Manager, Markets  
Ellen Winter – Principal Advisor, Planning and Performance Reporting  
Emily Button – Senior Advisor, Planning and Performance Reporting  
Emma Lemire – Senior Analyst, Adaptation  
Eva Murray – Principal Analyst, Markets  
Fran Lovell – Manager, Strategic Engagement, and Information Management  
Grant Blackwell – Chief Science Advisor  
Hikurangi Mills - Kaitātari Mātāmua Māori, Adaptation  
Izabella Milovanovich – Analyst, Industry and Energy  
Janet Humphris – Manager, Industry and Energy  
Julia Fink – Manager, Finance and Assurance  
Karen Lavin – Manager, Adaptation  
Kathy Stirrat – Chief Advisor, Operational Delivery  
Lara Wood – Manager, Business Services  
Marcus Stickley - Manager, Communication and Engagement Delivery  
Naomi O'Connor – Senior Analyst, Markets

Rachael Young – Senior Analyst, Industry and Energy  
Sally Garden – Principal Analyst, Adaptation  
Sophie Carroll - Manager, Government Services and Performance Reporting.  
Stuart Dymond – Chief Advisor, Executive Support

*The meeting started at 8.45am on Tuesday, 24 September 2024*

*Rod Carr, Lisa Tumahai, Catherine Leining, Judy Lawrence, Steven Ratuva, Tanira Kingi, Andy Reisinger, James Renwick, Anne Jonathan, and Gemma Lawson joined the meeting at 8.45am.*

## **Agenda Item 1: Board only time**

1.1 The Board discussed the agenda for the Board meeting.

*Jo Hendy and Barry Anderson joined the meeting at 8.56am.*

1.2 The Board discussed the upcoming agenda items in the Board meeting with the Chief Executive and the General Manager, Sector Analysis.

*Grant Blackwell, Kathy Stirrat, Fran Lovell, Karen Lavin, and Sophie Carroll joined the meeting at 9.42am.*

The meeting opened with a karakia by Andy Reisinger.

## **Agenda Item 2: Welcome and Introductions**

### **2.1 Apologies**

2.1.1 The Board noted that Tanira Kingi and Steven Ratuva had provided apologies for parts of the meeting and that this will be recorded in the minutes.

2.1.2 No other apologies were received for the meeting.

### **2.2 Call for Additional Items**

2.2.1 No additional items were raised.

### **2.3 Review of Interests**

2.3.1 The Board noted receipt of the *Memo on Commissioner Interests* dated 29 August 2024.

2.3.2 The Board noted that Lisa Tumahai and Tanira Kingi have interests that hold the condition that they may not be involved in the oversight, preparation, or authorisation of advice on pricing related to domestic units created for New Zealand's Emissions Trading Scheme.

2.3.3 The Board noted that Lisa Tumahai and Tanira Kingi would not be present for Agenda Item 9: 2025 New Zealand Emissions Trading Scheme advice: Opportunity to review scope.

2.3.4 The Board noted no other conflicts of interest on the meeting agenda.

### **2.4 Any other governance matters**

2.4.1 The Board noted that the attendance register would be provided by email.

## 2.5 Approve draft Board meeting minutes

- 2.5.1 The Board reviewed the draft meeting minutes from the 27 August 2024 Board meeting.
- 2.5.2 The Board confirmed the minutes from 27 August 2024 as a true and accurate record of the meeting.

## 2.6 Note approved Risk Audit Safety and Health meeting minutes

- 2.6.1 The Board noted the approved 23 May 2024 and 4 June 2024 Risk, Audit, Safety and Health meeting minutes.

## 2.7 Letters for noting

- 2.7.1 The Board noted that no letters had been tabled for noting.

## 2.8 Amended papers for noting

- 2.8.1 The Board noted the amended version of the Policy and Procedures Review – Tranche Four Approval, as approved in the August 2024 Board meeting.
- 2.8.2 The Board noted the amended version of the Quarterly Performance Report for Q4 2023/24, as approved in the August 2024 Board meeting.
- 2.8.3 The Board noted the amended version of the Chief Executive's Key Performance Indicators 24/25, as approved in the August 2024 Board meeting.

## 2.9 Actions Register

- 2.9.1 The Board noted the completed and ongoing actions.

## 2.10 Board Meeting Agenda Horizon Report

- 2.10.1 The Chief Executive presented the *Board Meeting Agenda Horizon Report* to the Board.
- 2.10.2 The Board noted and discussed the *Board Meeting Agenda Horizon Report* and the engagements calendar.

*The meeting adjourned from 9.49am until 10.00am.*

*Astrid Nunns, Marcus Stickley, Hikurangi Mills, Janet Humphris, Julia Fink, Lara Wood, and Stuart Dymond joined the meeting at 10.00am.*

## Agenda Item 3: Chief Executive Report

- 3.1 The Chief Executive Report: 1 –31 August 2024 was taken as read.
- 3.2 The Chief Executive provided the Board with an overview of the Commission's performance during August 2024.
- 3.3 The Board discussed and noted the Chief Executive's report.

*Marcus Stickley left the meeting at 10.57am.*

Grant Blackwell, Barry Anderson, Lara Wood, Gemma Lawson, Anne Jonathan, Kathy Stirrat, Fran Lovell, Karen Lavin, Hikurangi Mills, Janet Humphris, Sophie Carroll, Julia Fink, and Stuart Dymond left the meeting at 11.09am

3.4 The Board discussed Appendix 1 of the Chief Executive Report.

Astrid Nunns left the meeting at 11.25am.

The meeting adjourned from 11.25am to 11.30am.

Grant Blackwell, Barry Anderson, Gemma Lawson, Anne Jonathan, Karen Lavin, Hikurangi Mills, Sally Garden, Izabella Milovanovich, Charlotte Delahunty, Emma Lemire, and Naomi O'Connor joined the meeting at 11.30am.

#### Agenda Item 4: National Climate Change Risk Assessment 2026: Approval of Scope

4.1 Commission staff gave an overview of the *Scope for 2026 National Climate Change Risk Assessment* paper.

4.2 The Board discussed and gave feedback on the proposed scope and recommendations.

Grant Blackwell left the meeting at 12.04pm

4.3 The Board noted the Climate Change Response Act 2002 requires the Commission to prepare a national climate change risk assessment (NCCRA) by 3 August 2026.

4.4 The Board agreed to the proposed purpose of the 2026 NCCRA, subject to the discussed amendments.

4.5 The Board agreed to the proposed audience for the 2026 NCCRA, subject to the discussed amendments.

Naomi O'Connor left the meeting at 12.43pm.

Tanira Kingi left the meeting at 12.54pm.

4.6 The Board agreed that the risks/opportunities in the 2026 NCCRA be assessed across 7 domains, subject to the agreed refinement of terminology.

Sally Garden left the meeting at 1.10pm

The meeting adjourned from 1.10pm until 1.34pm

4.7 The Board agreed to the proposed approach for risk identification for the 2026 NCCRA, subject to the discussed amendments.

4.8 The Board agreed to the types of risk proposed to be within scope and outside scope of the 2026 NCCRA, subject to the discussed amendments.

4.9 The Board agreed to the proposed approach for scenarios, subject to the discussed amendments.

4.10 The Board agreed to the proposed approach for regional considerations, subject to the discussed amendment.

4.11 The Board agreed to the proposed risk prioritisation approach, subject to the discussed amendment.

4.12 The Board agreed with the proposed engagement approach for the 2026 NCCRA, subject to the discussed amendment.

- 4.13 The Board agreed that work for the 2006 NCCRA continue in line with the proposed scope and direction given in this meeting, as discussed and amended.

*Steven Ratuva left the meeting at 1.57pm.*

*Tanira Kingi joined the meeting at 2.16pm.*

*Karen Lavin, Hikurangi Mills, Izabella Milovanovich, Charlotte Delahunty, and Emma Lemire left the meeting at 2.34pm.*

*Astrid Nunns, Sophie Carroll, Julia Fink, Kathy Stirrat, Ellen Winter, and Emily Button joined the meeting at 2.35pm.*

#### **Agenda Item 5: Annual Report: final approval**

- 5.1 The Board noted and gave feedback on the 'final draft' of the Annual Report 2023/24.

*Anne Jonathan left the meeting at 2.42pm*

*Grant Blackwell joined the meeting at 2.46pm*

- 5.2 The Board noted that the updated Annual Report 2023/24 incorporates the feedback received so far, and that the changes made since the Board's 27 August 2024 meeting have been summarised in Appendix A of the paper.
- 5.3 The Board noted the year-end audit commenced on 26 August 2024 and is on track for verbal confirmation on 27 September 2024.
- 5.4 The Board gave in principle approval of the final draft Annual Report 2023/24, pending verbal confirmation from the auditors and given the amendments as discussed.
- 5.5 The Board delegated authority to the Chair and Deputy Chair to sign the statement of responsibility in the Annual Report and letter of responsibility on behalf of the Board.
- 5.6 The Board delegated authority to the Board Chair to approve any substantive changes following the Board meeting.
- 5.7 The Board delegated authority to the Chief Executive to approve any non-substantive changes following the Board meeting.

*Grant Blackwell, and Julia Fink left the meeting at 2.58pm.*

*The meeting adjourned from 2.58pm until 3.10pm*

#### **Agenda Item 6: Crown Entity Monitoring Framework: For Endorsement**

- 6.1 Commission staff introduced the near-final draft Crown Entity Monitoring Framework (Framework).
- 6.2 The Board noted and reviewed the Framework.
- 6.3 The Board noted that the Framework is a Ministry for the Environment-owned document.
- 6.4 The Board noted the Risk, Audit, Safety and Health committee was provided an earlier draft of the Framework at its 22 August 2024 meeting.
- 6.5 The Board noted that any substantive changes suggested by the Board will need to be discussed with the Governance, Monitoring and Appointments team at the Ministry for the Environment (MfE).
- 6.6 The Board noted that the Board will be advised if there are any substantive post-meeting changes by MfE.

- 6.7 The Board noted that the Framework is subject to change after Board endorsement.
- 6.8 The Board endorsed the near-final draft of the Crown Entity Monitoring Framework.
- 6.9 The Board noted that the Board will be notified when the Minister receives the final version of the Framework from MfE for approval.
- 6.10 The Board noted that the document may be hosted online at MfE's discretion.

*Sophie Carroll, Ellen Winter, and Emily Button left the meeting at 3.26pm.  
Grant Blackwell and Lara Wood joined the meeting at 3.26pm.*

#### **Agenda Item 7: Policy and Procedures Review**

- 7.1 Commission staff introduced the *Policy and Procedures Review* paper.
- 7.2 The Board gave feedback on the Use of Commission Assets and Information Technology Systems policy.
- 7.3 The Board approved the Use of Commission Assets and Information Technology Systems policy noting that they had raised a question relating to the policy, and that if there are substantial changes proposed to the policy, this will come to the Board for approval.
- 7.4 The Board noted the two policies, as provided by the Chief Executive for information only.

*Barry Anderson, Kathy Stirrat, and Gemma Lawson left the meeting at 3.35pm.*

#### **Agenda Item 8: Ways of Working: Follow up**

- 8.1 The Board discussed future ways of working for the Commission.

*Astrid Nunns, and Lara Wood left the meeting at 4.19pm.  
Barry Anderson, Charlotte Delahunty, and Gemma Lawson joined the meeting at 4.19pm.*

#### **Agenda Item 9: Statutory Deliverables: Update (previously agenda item 10)**

- 9.1 Commission staff introduced the update on the Statutory Deliverables.
- 9.2 The Board noted and discussed the August Programme Dashboard reports and the Programme on a Page for the Statutory Deliverables Programme.

#### **Agenda Item 10: General Business (previously agenda item 11)**

- 10.1 No matters of general business were raised.

*Lisa Tumahai, Tanira Kingi, and Grant Blackwell left the meeting at 4.31pm  
The meeting adjourned from 4.31pm until 4.38pm  
Janet Humphris, Eva Murray, Izabella Milovanovich, Rachael Young, and Naomi O'Connor joined the meeting at 4.38pm*

#### **Agenda Item 11: 2025 New Zealand Emissions Trading Scheme advice: Opportunity to review scope (previously agenda item 9)**

- 11.1 Commission staff provided an update on the current context of the 2025 New Zealand

Emissions Trading Scheme (NZ ETS) advice.

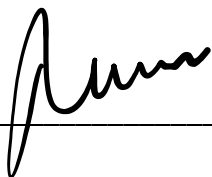
- 11.2 The Board discussed the current context of the 2025 NZ ETS advice.
- 11.3 The Board noted that the NZ ETS unit limit and price control settings decided on by the Government for 2025-2029 only differed from the Commission's recommendations due to technical recalculations using more recent data.
- 11.4 The Board agreed to the final analytical scope for the 2025 NZ ETS settings advice project that consisted of the provisional scope as agreed to at the July 2024 Board meeting, with the addition of considering potential refinements to the method for estimating the unit surplus, based on feedback from an external expert review of that method.
- 11.5 The Board agreed that using any Government-agreed path for meeting emissions budget 2 developed as part of the Government's second emissions reduction plan is out of scope for the 2025 NZ ETS settings project.

*Barry Anderson closed the meeting with a karakia.*

*The meeting finished at 5.13pm.*

These minutes have been accepted as a true and accurate record by the Board of the Climate Change Commission.

Signed: \_\_\_\_\_



Date: 22/10/2024