

He Pou a Rangi Climate Change Commission Board meeting minutes (meeting 65)
Tuesday 29 April 2025

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 26 February 2025 at 1.03pm and concluded at 5.35pm.

Climate Change Commission attendees:

Rt Hon Dame Patsy Reddy – Board Chair
Lisa Tumahai – Deputy Chair
Dr Judy Lawrence
Dr Andy Reisinger
Dr Tanira Kingi
Distinguished Professor Steven Ratuva
Devon McLean
Felicity Underhill

Invited attendees:

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

External Guests:

Victoria Casey KC – Clifton Chambers
Stephanie Bishop - Partner, Luke Cunningham Clere
Stuart Horne - Climate Change Ambassador, Ministry of Foreign Affairs and Trade
Todd Croad - Chief United Nations Framework Convention on Climate Change Negotiator

Guests:

Alexandra Aimer-Seton - Acting Manager, Built Environment & Energy Transition
Astrid Nunns – General Manager, Corporate Accountability and Operations
Ellen Winter - Principal Advisor
Fran Lovell – Manager, Strategic Operations
Gillian Thornton – Manager, Analytics and Economics
Grant Blackwell – Chief Science Advisor
James Muwunganirwa – Manager, Primary Industries and Environment
Julia Fink – Chief Financial Officer
Karen Lavin - General Manager, Evidence and Advice
Martin Dutton – Manager, Reports – Delivery
Matthew Smith - Principal Analyst
Robin Campbell – General Manager, Delivery

Sally Garden – Project Director
Sophie Carroll - Manager, Government Services and Performance Reporting
Tipene Wilson - Manahautū, Māori

The meeting started at 1.03pm on Tuesday 29 April 2025

Patsy Reddy, Lisa Tumahai, Judy Lawrence, Tanira Kingi, Andy Reisinger, Steven Ratuva, Felicity Underhill, Devon McLean, Anne Jonathan, and Gemma Lawson joined the meeting at 1.03pm

Agenda item 1: Board only time

1.1 The Board discussed recent and ongoing work at the Commission.

Jo Hendy joined the meeting at 1.26pm

1.2 The Board discussed ongoing work at the Commission with the Chief Executive.

Grant Blackwell, Astrid Nunns, Robin Campbell, and Karen Lavin joined the meeting at 1.29pm

Tanira Kingi opened the meeting with a karakia.

Agenda item 2: Welcome and introductions

2.1 Apologies

2.1.1 The Board noted no 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 11 April 2025.

2.3.2 The Board noted the amendments to existing interests,

2.3.3 The Board noted the permission letter for Dr Andy Reisinger, dated 24 February 2025; the related addendum to permission to act dated 3 April 2025; the permission letter for Felicity Underhill, dated 31 March 2025; and the permission letter for Lisa Tumahai, dated 11 April 2025.

2.3.4 The Board reviewed and discussed the updated interests register.

2.3.5 The Board noted there were a number of disclosed interests in the last stages of assessment.

2.3.6 The Board noted the updated interests register and requested that it be updated on the website once the remaining interests being considered have been finalised and can be included (refer to action item 496/2025).

2.3.7 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 the New Zealand's Emissions Trading Scheme (NZ ETS).

- 2.3.8 The Board noted that whilst the content of Agenda item 6 does touch on the Commission's most recent advice on New Zealand's Emissions Trading Scheme, this advice is now publicly available and so no management was required for this meeting.
- 2.3.9 The Board noted that Andy Reisinger has an interest arising from past involvement in the Judicial Review, so that the Board's discussions under agenda item 9 could be properly informed.
- 2.3.10 The Board noted no other interests required management with regard to the meeting agenda.

2.4 Approve draft Board meeting minutes

- 2.4.1 The Board reviewed and confirmed the minutes from 26 February 2025 as a true and accurate record of the meeting.

2.5 Letters for noting

- 2.5.1 The Board noted the letter from Hon Simon Watts, Minister of Climate Change, to the Office of the Auditor General regarding the Climate Change Commission's Audit for the year ended 20 June 2024, dated 12 December 2024.
- 2.5.2 The Board noted the letter to the Chair of the Climate Change Commission from the Minister of Climate Change, regarding the 2025/25 Letter of Expectations for the Climate Change Commission, dated 12 March 2025.
- 2.5.3 The Board noted the letter from the Chair of the Climate Change Commission to the Minister and Associate Minister of Transport, regarding the Climate Change Commission's advice on International Shipping and Aviation Emissions, dated 24 March 2025.

2.6 Actions Register

- 2.6.1 The Board noted the actions proposed for closure.
- 2.6.2 The Board noted the ongoing actions.
- 2.6.3 The Board agreed to the proposed closure of actions and agreed to close actions 493/2025 and 494/2025.

2.7 Board Horizon Report

- 2.7.1 The Board noted and discussed the *Board Meeting Agenda Horizon Report*.

Sophie Carroll, Julia Fink, Fran Lovell, Gillian Thornton, Alexandra Aimer-Seton, Sally Garden and James Muwunganirwa joined the meeting at 1.46pm

Agenda item 3: Chief Executive's Verbal Update

- 3.1 The Chief Executive provided the Board with an overview of the Commission's recent and upcoming work and updated the Board on the wider strategic context of the Commission's work and advice.

- 3.2 The Board discussed the update on the Commission's work.
- 3.3 The Board noted the Chief Executive's verbal update.

Tipene Wilson joined the meeting at 2.17pm

Gillian Thornton, Alexandra Aimer-Seton, Sally Garden and James Muwunganirwa left the meeting at 2.24pm

Agenda item 4: Update from Risk, Audit, Safety and Health Committee

- 4.1 The Chair of the Risk, Audit, Safety and Health (RASH) Committee provided an update to the Board on the 22 April 2025 meeting of the committee, noting that this was the first time that the complete Quarterly Performance Report and draft Statement of Performance Expectations had been provided to the RASH Committee in advance of the Board.
- 4.2 The Chair of the RASH Committee advised that 2024/25 Q3 Performance Report (Q3 Report) and the FY 24/25 Financial Forecast (as at end of Q3) (Q3 Forecast) had been endorsed and referred to the Board for approval with minor updates to reflect feedback from the RASH Committee.
- 4.3 The Chair of the RASH Committee advised that the RASH Committee had endorsed the draft budget and draft Statement of Performance Expectations to the Board for its consideration and approval to submit to the Minister of Climate Change, and that this would be addressed in the next agenda item.
- 4.4 The Board discussed the update on the 22 April RASH Committee meeting.
- 4.5 The Board noted the approved 22 February RASH Committee meeting minutes.
- 4.6 The Board reviewed and gave feedback on the Q3 Report.
- 4.7 The Board agreed to send the Q3 Report, subject to incorporation of the discussed amendments, to Ministry for the Environment in their role as the Commission's monitoring agency.
- 4.8 The Board delegated authority to the Chief Executive to approve and sign out the amendments to the Q3 Report following the April-Board meeting.
- 4.9 The Board noted the Q3 forecast and gave approval for the Chief Executive to spend in accordance with the updated forecast.

Ellen Winter joined the meeting at 2.35pm

Agenda item 5: Draft 2025/26 Statement of Performance Expectations ahead of sending to Minister by 1 May

- 5.1 The General Manager, Corporate Accountability and Operations, introduced the draft 2025/26 Statement of Performance Expectations (SPE), and noted that this includes the draft budget.
- 5.2 The General Manager, Corporate Accountability and Operations, noted that the messages from the Chair and from the Chief Executive had been added to the draft 2025/26 SPE between the RASH Committee and Board meetings.
- 5.3 The Board discussed the draft budget and draft SPE.
- 5.4 The Board noted the draft budget and draft SPE have been developed in accordance with the Crown Entities Act 2004 and the relevant standards under Generally Accepted Accounting Practice.

- 5.5 The Board noted the non-financial performance measures are consistent with the last two years' Statements of Performance Expectations.
- 5.6 The Board reviewed the draft SPE with a focus on its alignment with the strategic direction of the Commission for 2025/26, as set out in the Statement of Intent 2023-2027.
- 5.7 The Board gave feedback on the draft 2025/26 SPE.
- 5.8 The Board noted that the draft SPE must be submitted to the Minister of Climate Change (the Minister) by 1 May each year.
- 5.9 The Board approved the draft 2025/26 SPE for submission to the Minister, subject to their feedback.
- 5.10 The Board delegated to the Chief Executive to sign out the draft 2025/26 SPE to the Minister, incorporating minor feedback or changes.
- 5.11 The Board noted that, due to timing, any substantive feedback or changes proposed by the Board will be addressed in May, after the draft 2025/26 SPE has been submitted to the Minister.
- 5.12 The Board noted that the final 2025/26 SPE and budget for 2025/26 will be tabled for approval in the June 2025 Board meeting.

*Sophie Carroll, Julia Fink, Fran Lovell, and Ellen Winter left the meeting at 2.48pm
Martin Dutton joined the meeting at 2.51pm*

Agenda item 6: Update from Analytical and Technical Assurance Committee

- 6.1 The Chair of the Analytical and Technical Assurance Committee updated the Board on the first three meetings of the Committee at which the following projects were discussed:
 - a. the New Zealand Emissions Trading Scheme annual settings advice meeting on 5 March 2025 (consideration of recommendations),
 - b. the National Adaptation Plan Progress Assessment meeting on 25 March 2024 (approval of project scope), and
 - c. the meeting that morning on Emissions Reduction Monitoring (consideration of findings and recommendations).
- 6.2 The Board noted the update on the first three meetings of the Analytical and Technical Assurance Committee.
- 6.3 The Board noted the approved 5 March meeting minutes regarding the New Zealand Emissions Trading Scheme, from the Committee.
- 6.4 The Board noted that the 5 March meeting minutes could be provided to Commissioners who hold overlapping interests, as the related New Zealand Emissions Trading Scheme advice is now publicly available.

*Astrid Nunns and Karen Lavin left the meeting at 3.03pm
The meeting adjourned from 3.03pm – 3.16pm*

- 6.5 The Chief Science Advisor introduced the draft Terms of Reference for the Committee.
- 6.6 The Board noted the establishment of a new Analytical and Technical Assurance Committee as a subcommittee of the Board in the February 2025 Board meeting.
- 6.7 The Board noted that in the February 2025 Board meeting, as part of establishing the Analytical and Technical Assurance Committee, the Board had:

- a. Agreed that the committee will approve the scope, including analytical approach and significant analytical judgements to be made for the Commission's Climate Change Response Act 2002 (CCRA) advice and monitoring reports.
 - b. Delegated decisions on the analytical findings, recommendations, key messages, and the final content of reports to the Chief Executive, having regard to discussion by the Analytical and Technical Assurance subcommittee and provided they are aligned with an approved project scope proposal.
 - c. Requested the Chair of the Analytical and Technical Assurance committee work with the Chief Science Advisor to propose a Terms of Reference for the committee to the Board
- 6.8 The Board noted that the name of the subcommittee will be changed to the Technical Evidence and Assurance Committee.
- 6.9 The Board discussed and gave feedback on the draft terms of reference.
- 6.10 The Board approved the Terms of Reference for the subcommittee, subject to the incorporation of the Board's feedback.
- 6.11 The Board noted that once approved, the Terms of Reference will guide the work of the subcommittee as they support the Board, Chief Executive and Commission staff in the development of the Commission's CCRA advice and monitoring reports.

Karen Lavin joined the meeting at 3.26pm

Martin Dutton left the meeting at 3.26pm

Agenda item 7: Update from Pou Herenga

- 7.1 The Chair of the Pou Herenga updated the Board on the Pou Herenga meeting of 10 March 2025 and noted that the Pou Herenga are also to meet on 30 April 2025.
- 7.2 The Chair of the Pou Herenga requested the addition of more detailed biographies for Pou Herenga members on the Commission's website (refer to action item 497/2025).
- 7.3 The Chair of the Pou Herenga noted that the work to bring a draft revised term of reference for Te Pou Herenga to the Board for consideration is still ongoing, following discussion with Pou Herenga members on 10 March.
- 7.4 The Board noted and discussed the update on the recent Pou Herenga meetings.
- 7.5 The Board noted the approved 27 November 2024 Pou Herenga meeting minutes, and the draft 10 March 2025 Pou Herenga meeting minutes.

Astrid Nunns joined the meeting at 3.33pm

Fran Lovell joined the meeting at 3.52pm

Agenda Item 8: Draft framework for ad-hoc work

- 8.1 The General Manager, Delivery, introduced the draft framework for ad-hoc work.
- 8.2 The Board noted that in the February 2025 Board meeting, the Board invited the Chief Executive to propose a process and principles for Board visibility of ad hoc advisory work the Commission undertakes.
- 8.3 The Board noted that potential and real non-statutory work will be brought to the Board's attention through the Chief Executive's monthly email update whenever practical and timely, and by way of a separate email when urgent.

- 8.4 The Board discussed and gave feedback on the principles set out in Table 1 and Table 2 of this paper.
- 8.5 The Board agreed to the principles set out in Table 1 and Table 2 of this paper, subject to the feedback given.
- 8.6 The Board requested that the final version of the framework for ad-hoc work be provided to the Board out of cycle.

Victoria Casey, Stephanie Bishop, and Matt Smith joined the meeting at 4.02pm

Agenda Item 9: Presentation on Judicial Review

- 9.1 The Board discussed the recent Court of Appeal decision in *Lawyers for Climate Action NZ Inc v Climate Change Commission* with Kings Counsel and Luke Cunningham Clere.

Victoria Casey, Stephanie Bishop, and Matt Smith left the meeting at 4.30pm

The meeting adjourned from 4.30pm – 4.43pm

Stuart Horne and Todd Croad joined the meeting at 4.43pm

Agenda Item 10: Meeting with Stuart Horne

- 10.1 The Climate Change Ambassador, from the Ministry of Foreign Affairs and Trade, introduced himself to the Commissioners.
- 10.2 New Zealand's Chief United Nations Framework Convention on Climate Change (UNFCCC) negotiator introduced himself to the Commissioners.
- 10.3 The Board discussed the domestic and global context regarding climate change with the Climate Change Ambassador and the Chief UNFCCC negotiator.

Lisa Tumahai, Judy Lawrence, Stuart Horne, Todd Croad and Fran Lovell left the meeting 5.32pm

Agenda Item 11: General Business

- 11.1 No matters of general business were raised.

Tanira Kingi closed the meeting with a karakia.

The meeting finished at 5.35pm.

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

Signed: 
Chair

Date: 6/6/2025