

Climate Change Commission Board Meeting (Meeting 14)
Tuesday, 15 December 2020

A meeting of the Climate Change Commission Board Members was held via Zoom Teleconference Facility. The meeting started at 12.00pm and concluded at 6.43pm.

Climate Change Commission Attendees:

Dr Rod Carr – Chairperson
Dr Harry Clark
Dr Judy Lawrence
Catherine Leining
Professor James Renwick
Professor Nicola Shadbolt

Apologies:

Lisa Tumahai – Deputy Chair

Invited Attendees:

Jo Hendy – Chief Executive
[REDACTED] – Executive Assistant and Minute Taker
[REDACTED] – Board Coordinator and Minute Taker

Guests:

[REDACTED] – Principal Analyst
[REDACTED] – Principle Analyst
[REDACTED] – General Manager - Strategy, Planning and Engagement
[REDACTED] – Senior Analyst
[REDACTED] – Principal Analyst
[REDACTED] – Analyst
[REDACTED] – Principal Advisor
[REDACTED] – Principal Advisor
[REDACTED] – Principal Analyst
[REDACTED] – Programme Manager
[REDACTED] – Senior Analyst
[REDACTED] – Principal Analyst
[REDACTED] – Principal Analyst
[REDACTED] – Senior Analyst
[REDACTED] – General Manager, Governance and Corporate Services
[REDACTED] – Principal Analyst

The Meeting started at 12.00pm

Agenda Items 1: Board Only Time

Rod Carr, Harry Clark, James Renwick, Judy Lawrence and Catherine Leining joined the meeting at 12.00pm.

- 1.1 The Chair informed the Commissioners of the recent correspondence received from the Public Service Commission concerning Crown Agencies Chief Executive remuneration review. The review would be backdated from 17 December 2020.
- 1.2 The Chair and Commissioners discussed a review for the Chief Executive remuneration.

Nicola Shadbolt joined the meeting at 12.12pm

- 1.3 It was noted that after discussion with the Commissioners, the Chair will pursue guidance with the Public Service Commission.
- 1.4 It was also noted that the Board would follow due process in reviewing the CE remuneration that included conducting a performance review and benchmarking the CE job given additional relevant experience and displayed capability in the CE role.
- 1.5 The Chair informed the Board that apologies have been received from Lisa Tumahai. Lisa is unavailable to attend today's meeting.

Jo Hendy,

joined the meeting at 12.17pm

Agenda Item 2: 5K session pt1: Biogenic Methane discussion – findings and recommendations

- 2.1 The NDC and Methane Biogenic presentation has been taken as read.
- 2.2 Jo Hendy informed the Board that [REDACTED] is away on bereavement leave. The Board noted that during [REDACTED] absence, [REDACTED] had contributed to the findings and recommendations.
- 2.3 [REDACTED] presented the findings and recommendations to the Board.

joined the meeting at 12.24pm

joined the meeting at 12.41pm

joined the meeting at 12.45pm

Agenda Item 3: 5K Session Part 2: NDC - agreed recommendations

- 3.1 [REDACTED] introduced the NDC agreed recommendations to the Board.

left the meeting at 1.38pm

rejoined the meeting at 1.40pm

rejoined the meeting at 2.01pm

joined the meeting at 2.13pm

left the meeting at 2.14pm

joined the meeting at 2.18pm

left the meeting at 2.38pm

The meeting adjourned at 2.38pm. The meeting reconvened at 2.45pm

Agenda Item 4: Draft recommendation discussion

4.1 The Board noted and discussed the draft recommendations.

rejoined the meeting at 3.06pm

rejoined the meeting at 3.22pm

The meeting adjourned at 4.06pm. The meeting reconvened at 4.15pm.

4.2 The Board congratulated the Commission staff for their effort in putting together their proposed recommendations.

Agreed

4.3 The Board agreed that Commission staff are to number each paragraph in the papers. (*Refer to Action number 314/2020*)

left the meeting at 5.02pm

The meeting adjourned at 5.28pm. The meeting reconvened at 6.20pm.

4.4 Jo Hendy informed the Board of the proposed outline for tomorrow's Board meeting.

The meeting finished at 6.43pm.

Climate Change Commission Board Meeting (Meeting 14)
Wednesday, 16 December 2020

A meeting of the Climate Change Commission Board Members was held via Zoom Teleconference Facility. The meeting started at 8.00am and concluded at 5.33pm.

Climate Change Commission Attendees:

Dr Rod Carr - Chairperson
Lisa Tumahai - Deputy Chair
Dr Harry Clark
Dr Judy Lawrence
Catherine Leining
Professor James Renwick
Professor Nicola Shadbolt

Invited Attendees:

Jo Hendy – Chief Executive
[REDACTED] – Executive Assistant and Minute Taker
[REDACTED] – Board Coordinator and Minute Taker

Guests:

[REDACTED] – General Manager - Strategy, Planning and Engagement
[REDACTED] – Senior Analyst
[REDACTED] – Principal Analyst
[REDACTED] – Senior Analyst
[REDACTED] – Analyst
[REDACTED] – Principal Analyst
[REDACTED] – Principal Advisor
[REDACTED] – Senior Financial and Corporate Advisor
[REDACTED] – Manager, Communications and Engagement
[REDACTED] – Principal Advisor
[REDACTED] – Analyst
[REDACTED] – Programme Manager
[REDACTED] – Senior Analyst
[REDACTED] – Principal Analyst
[REDACTED] – General Manager, Governance and Corporate Services
[REDACTED]
[REDACTED] – Business Analyst
[REDACTED] – Principal Analyst

The meeting started at 8.00am

Jo Hendy, [REDACTED] joined the meeting at 9.00am

[REDACTED] started the meeting with a karakia.

Nicola Shadbolt informed the Board that she would leave the meeting at 5:30pm this afternoon for an external meeting.

Agenda Item 5: Approval of Minutes from 25 November 2020 Board Meeting

- 5.1 The Minutes from 25 November 2020 Governance meeting were reviewed.
- 5.2 The Board agreed that the minutes from the 25 November 2020 Climate Change Commission Board meeting were a true and accurate record of the meeting. The minutes were signed off by the Chair.

Agenda Item 6: Draft financial review

- 6.1 [REDACTED] provided an update to the Board on the financial sustainability review work. She advised that Martin Jenkins, an independent agency jointly engaged by the Commission and the Ministry for the Environment, was due to provide a draft report prior to Christmas outlining the level of funding needed over the next four financial years for the Commission to deliver its functions. That report would then underpin a case to Government to bridge any funding gap over that period, should an invitation to submit a bid in Budget 21 be issued by the Minister of Finance.
- 6.2 The Board agreed to delegate the development of any bid for Budget 21 to the Chair and Chief Executive.
- 6.3 An update will be provided to the Board at their January 2021 meeting.

joined the meeting at 8.20am



He Pou a Rangi
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Agenda Item 8: Annual Report FY19-20: For Board adoption

- 8.1 The Annual Report FY19-20 was taken as read.
- 8.2 [REDACTED] informed the Board that the financial statements and accompanying notes have been circulated to the RASH Committee members for approval in advance of this meeting.
- 8.3 The Board noted the audit changes to the financials as discussed.
- 8.4 The Board adopted the Annual Report as presented.

Agreed

- 8.5 The Board agreed that the Chair and Deputy Chair will sign the Report on the Board's behalf. *(Refer to Action number 317/2020)*
- 8.6 The Board agreed that the Chair and Chief Executive will sign the Letter of Representation on the Board's behalf. *(Refer to Action number 318/2020)*

[REDACTED] left the meeting at 9.26am

[REDACTED] joined the meeting at 9.26am

Agenda Item 9: Draft Māori consultation

- 9.1 The Draft Māori consultation plan has been taken as read.
 - 9.2 [REDACTED] acknowledged the work completed by [REDACTED] for Draft Māori consultation plan.
- [REDACTED] joined the meeting at 9.36am
- 9.3 The Board noted that the Advice 21 Consultation Strategy was previously endorsed and that the iwi/Māori component was not yet included in that strategy.
 - 9.4 The Board approved the Consultation Plan to ensure iwi/Māori are adequately consulted during consultation.

The meeting adjourned for the celebration of the Climate Change Commission's first birthday at 10.03am

The meeting reconvened at 10.40am

[REDACTED] joined the meeting at 10.40am

Agenda Item 10: Stakeholder consultation discussion

- 10.1 The Board discussed with Commission staff the progress of the upcoming Stakeholder consultation,

[REDACTED] joined at 10.43am

[REDACTED] left the meeting at 10.53am

[REDACTED] joined the meeting at 10.56am

Agenda Item 11: Draft recommendations discussion

11.1 The Board noted and discussed the Draft recommendations.

The meeting adjourned at 12.00pm and reconvened at 12.10pm

██████████ joined the meeting at 12.10pm

The meeting adjourned 1.23pm. The meeting reconvened at 1.55pm.

██████████ joined the meeting at 1.55pm

██████████ rejoined the meeting at 2.04pm

██████████ joined the meeting at 2.49pm

Agenda Item 12: Adoption of te reo Māori version of Climate Change Commission's Mission Statement

12.1 ██████████ presented to the Board Our vision – expression in te reo Māori.

12.2 The Board noted and discussed Our vision – expressed in te reo Māori.

12.3 The Board resolved to formally adopt the te reo Māori version of the Climate Change Commission's mission statement. The Chair advised that it can be included in our worked up versions of our advice.

The meeting adjourned at 3.10pm. The meeting reconvened at 3.20pm.

Agenda Item 11: Draft recommendations discussion continued

11.2 The Board noted and continued the discussion of the Draft recommendations.

11.3 The Board noted that:

- the draft recommendations have the highest priority for Commissioners sign-out.
- the draft Advice Report has the next highest priority for Commissioners, as it contains the draft advice and recommendations.
- the Evidence Report has the lowest priority for Commissioners, as it is being produced as a supplement for consultation.

11.4 The Board approved the content of the draft Advice Report and draft Evident Report subject to the final changes identified in the meeting. All future editorial changes are to be approved by the Chief Executive.

11.5 The Board approved the proposed resolutions and processes as amended and discussed.

11.6 The Board noted and discussed the involvement of each Commissioner during the consultation phase.

The meeting finished at 5.33pm

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

Signed:  _____

Date: 26/1/21

