

Climate Change Commission Board Meeting Minutes (Meeting 25)
Wednesday, 14 July 2021

A meeting of the Climate Change Commission Board Members was held via Teams Teleconference Facility. The meeting started at 9.06am and concluded at 1.37pm.

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

Privacy [redacted]
[redacted]

Guests:

Privacy [redacted]
[redacted]
[redacted]
[redacted]
[redacted]
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The meeting started at 9.06am.

Rod Carr, Lisa Tumahai, James Renwick, Judy Lawrence, Catherine Leining, James Renwick, Nicola Shadbolt, Privacy [REDACTED] joined the meeting at 9.06am.

Agenda Item 1: Board only time

Review of Chief Executive role description

- 1.1 The Board confirmed Chief Executive Position Description has been reviewed and remains unchanged.
- 1.2 The Board discussed Chief Executive remuneration options.
- 1.3 The Board discussed future reappointment options.
- 1.4 The Board agreed that the Board Chair will discuss with Chief Executive.

Agenda Item 2: Welcome and Introductions

Jo Hendy and Privacy [REDACTED] joined the meeting at 9.31am.

The meeting opened with a karakia led by Privacy [REDACTED].

Privacy [REDACTED] joined the meeting at 9.42am.

- 2.1 The Board noted the Climate Change Commission's submission to NZ Infrastructure Commission.

Harry Clark joined the meeting at 9.44am.

Privacy [REDACTED] joined the meeting at 9.46am.

- 2.2 The Board noted receipt of the 2021-2022 Letter of Expectations from the Minister of Climate Change, dated 5 July 2021.
- 2.3 The Board discussed the invitation from the International Climate Council to attend the second Climate Council 28-29 September 2021, and the draft terms of reference.
- 2.4 The Board agreed that subject to advising the Minister's Office and MFAT, the Commission will engage with the Council as an independent body with the intent to provide insights and gain from the sharing of experiences. *(Refer to Action number 364/2021)*
- 2.5 The Board noted a series of points for discussion raised during Board only time. These were addressed by Jo Hendy in Agenda item 3, Chief Executive's Report.

Conflicts of Interest

- 2.6 The Board noted that there were no new conflicts of interest.
- 2.7 The Board noted that consideration would need to be given to interests ahead of the Commission's work on its statutory deliverables for the 2021/22 year.

Approval of Minutes from 9 June 2021 Board Meeting

- 2.8 The Minutes from the 9 June 2021 Board meeting were reviewed.
- 2.9 The Board agreed that the minutes from the 9 June 2021 Climate Change Commission Board meeting be confirmed as a true and accurate record of the meeting.

Approval of Minutes from 6 July 2021 Board Meeting

- 2.10 The Minutes from the 6 July 2021 Board meeting were reviewed.
- 2.11 The Board agreed that the minutes from the 6 July 2021 Climate Change Commission Board meeting be confirmed as a true and accurate record of the meeting.

Harry Clark left the meeting at 10.00am.

Actions Register

- 2.12 The Action Register paper was taken as read.
- 2.13 Jo Hendy and Privacy updated the Board on actions that were in progress and/ or completed.
- 2.14 The Board noted the completed actions and thanked the Commission staff for managing the Actions Register.

Board Horizon

- 2.15 The Board Horizon document was taken as read.
- 2.16 The Board noted that the Commissioner engagement activities included in the Board Horizon is a snapshot as at the date when the document is prepared. The Engagement calendar holds an up-to-date picture of activities and can be viewed by Commissioners.

Approval of Minutes from 12 July 2021 Board Meeting

- 2.17 The Minutes from the 12 July 2021 Board meeting were reviewed.
- 2.18 The Board agreed that number 1.8 of Board minutes from 12 July 2021, needs amending to add "noting constraints advised by insurance provider". (*Refer to Action number 365/2021*)

- 2.19 The Board agreed that the minutes from the 12 July 2021 Climate Change Commission Board meeting be confirmed as a true and accurate record of the meeting and signed by Board Chair following amendment of 1.8.

Agenda Item 3: Chief Executive Report

Privacy [REDACTED] joined the meeting at 10.18am.

- 3.1 The Chief Executive's Report was taken as read.
- 3.2 The Board noted and discussed the Chief Executive's Report.

Harry Clark rejoined the meeting at 10.27am.

- 3.3 The Chief Executive highlighted activities around business planning, staffing and staff wellbeing.

James Renwick left the meeting at 10.31am.

- 3.5 The Chief Executive informed the Board about an upcoming, required section 5K request about assistance for participants in an agricultural emissions pricing scheme, and advised that a further update would be provided at the next Board meeting.
- 3.6 The Board discussed the Commission's role and work across the broader public sector relevant to our mandate. This work includes the reform of the Resource Management Act 1991 and the development of the monitoring framework under the National Adaptation plan to be written by MfE.
- 3.7 The Board also discussed the opportunity to submit on MfE's consultation process relating to market governance and industrial allocation within the Emissions Trading Scheme. Jo Hendy noted that all work is being considered within the Commission's forward work planning process.
- 3.8 Jo Hendy outlined how the Commission is seeking to promote and develop the diversity of its workforce.
- 3.9 Catherine Leining raised an additional item relating to carbon neutral public service. The Board noted item 353/2021 on the Action Register addresses this matter.

Privacy [REDACTED] joined the meeting at 11.00am.

- 3.10 The Board noted and discussed the high volume of requests to the Commission under the Official Information Act, and a continued high number of Parliamentary Questions.
- 3.11 The Board accepted Chief Executive's Report.

Catherine Leining left the meeting 11.21am.

The meeting adjourned at 11.22am and reconvened at 11.38am.

James Renwick rejoined the meeting at 11.38am.

Agenda Item 4: RASH report back

4.1 Lisa Tumahai provided an update to the Board on the RASH Committee meeting held 13 July 2021.

4.2 The Board noted and discussed the updates from the RASH Committee.

4.3 The Board discussed the Koha Policy Principles and Parameters paper.

James Renwick left the meeting 11.55am.

4.4 The Board agreed to a Koha Policy being formulated and outlined their expectations on what should be included.

4.5 Privacy [redacted] thanked the Board for their input and confirmed she is able to prepare a draft Koha Policy.

Privacy [redacted] left the meeting at 12.00pm

Catherine Leining rejoined the meeting at 12.05pm.

Privacy [redacted] joined the meeting at 12.10pm.

Legal Privilege [redacted]

5.1 Legal Privilege [redacted]

Legal Privilege [redacted] Legal Privilege [redacted]

Privacy [redacted] left the meeting at 12.40pm.

Privacy [redacted] left the meeting at 12.45pm.

Agenda Item 6: Advice 21 Programme Status Report

6.1 The Advice 21 Programme Status Report was taken as read and noted by the Board.

The meeting adjourned at 12.45pm and reconvened at 1.07pm.

Privacy [redacted] joined the meeting at 1.08pm.

Catherine Leining left the meeting at 1.11pm.

Privacy [REDACTED] *rejoined the meeting at 1.16pm.*

Agenda Item 7: Annual Report 2020/21

- 7.1 Privacy [REDACTED] provided an update to the Board on the Annual Report process for the 2020/21 report.
- 7.2 The Board noted and discussed the Annual Report paper and acknowledged the work to date on the Annual Report.

Privacy [REDACTED] *left the meeting at 1.26pm.*

Agenda Item 8: Any other business

- 8.1 The Board reviewed Board Evaluation Sample provided by the Institute of Directors.
- 8.2 The Board discussed other options for Board evaluation.
- 8.3 The Board approved the Board Chair to move forward with investigating other options and engage a provider that fits within budget. *(Refer to Action number 366/2021)*

The meeting closed at 1.37pm.

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

Signed: _____



Date: 11/8/2021