

Climate Change Commission Board Meeting Minutes (Meeting 35)
Tuesday, 14 June 2022

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 members also joining via Teleconference Facility. The meeting started on Tuesday 14 June at 9.05am and concluded at 4.53pm.

Climate Change Commission Attendees:

Dr Rod Carr – Chair
Lisa Tumahai – Deputy Chair
Dr Judy Lawrence
Catherine Leining
Professor James Renwick
Dr Andy Reisinger
Dr Tanira Kingi
Professor Nicola Shadbolt

Invited Attendees:

Jo Hendy – Chief Executive
Gemma Lawson – Senior Board Coordinator and Minute Taker
Sandra Davies – Board Coordinator and Minute Taker

Guests:

Anne Jonathan – Executive Assistant
Antonia Burbidge – Manager, Buildings, Industry, Transport and Energy
Ashleigh Grenfell – Corporate Governance Advisor
Astrid Nunns – General Manager, Strategy, Engagement and Corporate Services
Barry Anderson – General Manager, Sector Analysis
Ben Abraham – Senior Analyst
Ben Aves – Principal Analyst
Bhanu Soma – Senior Financial Advisor
Damian Ryan – Manager, Strategy and Performance
Fran Lovell – Manager, Communications and Engagement
Gemma Seddon – Manager, Government Services
Grant Blackwell – Chief Scientist
Harriet Farquhar – Legal Advisor
Janelle Anselmi – Senior Advisor
Karen Lavin – Acting Manager, Adaptation
Kerryn Davey - Analyst

Lara Wood – Manager, Corporate Services
Marcus Stickley – Principal Advisor, Communications and Engagement
Matt de Boer – Principal Advisor
Mel Rae – Manager, Emissions Budgets
Morgan Watkins - Government Services Advisor
Sally Garden – Principal Analyst
Sam King – Manager, Land Agriculture and Waste
Sandra Velarde – Senior Analyst
Simon Neale - Manager, Markets
Steph McKinlay – Executive Assistant
Stephen Walter – General Manager, Emissions Budgets, Adaptation, and Markets
Tia Greenaway – Manager, Rautaki Māori

The meeting started at 9.05am on Tuesday 14 June.

Rod Carr, Judy Lawrence, Andy Reisinger, Tanira Kingi, Catherine Leining, Lisa Tumahai, James Renwick, Nicola Shadbolt, Anne Jonathan and Gemma Lawson joined the meeting at 9.05am.

Agenda Item 1: Board only time

1.0 Board only items

1.1 The Board noted that there were no additional agenda items.

Jo Hendy, Barry Anderson, Damian Ryan, Sally Garden, Steph McKinlay, and Stephen Walter joined the meeting at 9:08am.

Agenda Item 2: Welcome and Introductions

2.0 Opening Karakia

The meeting opened with a karakia by Dr Tanira Kingi.

2.1 Apologies

2.1.1 There were no apologies received for this meeting.

2.1.2 The Board Chair noted that some Board Members may be absent for some agenda items and would be minuted.

Astrid Nunns, Harriet Farquhar and Sandra Davies joined the meeting at 9:08am.

2.2 New Staff Introductions

2.2.1 The General Manager, Strategy, Engagement and Corporate Services introduced the Commission's new staff to the Board:

- Harriet Farquhar – Legal Advisor

- Gemma Lawson – Senior Board Coordinator
- 2.2.2 The General Manager, Strategy, Engagement and Corporate Services noted that Tau Rameka, Multimedia Specialist, has joined the Commission and will be introduced at the next Board Meeting.
- 2.2.3 The Manager, Strategy and Performance noted that Morgan Watkins, Advisor Government Services, has joined the Commission and will be introduced at the next Board Meeting.
- 2.2.4 The Board welcomed new staff to the Commission.

Astrid Nunns and Harriet Farquhar left the meeting at 9:17am.

2.3 Call for Additional Items

- 2.3.1 The Board noted that there were no additional agenda items.

2.4 Conflicts of Interest

- 2.4.1 The Board noted receipt of the *Interests Agenda Memo*.
- 2.4.2 The Board confirmed there were no new interests to declare.
- 2.4.3 The Board noted there were no conflicts of interest on the meeting agenda.

*Astrid Nunns, Sandra Velarde and Ashleigh Grenfell joined the meeting at 9:21am.
Steph McKinlay left the meeting at 9:21am.*

2.5 Approve Draft Board Meeting Minutes

- 2.5.1 The Board reviewed the draft Board meeting minutes from 17 and 18 May 2022.
- 2.5.2 The Board agreed that subject to the changes discussed, the minutes from 17 and 18 May 2022 would be confirmed as a true and accurate record of the meeting.

2.6 RASH Meeting Minutes

- 2.6.1 The Board noted the minutes for the RASH meeting held on 15 February 2022.

2.7 Action Register

- 2.7.1 Jo Hendy updated the Board on the actions that were in progress and/or completed.
- 2.7.2 The Board discussed the *Action Register*.
- 2.7.3 The Board noted the completed actions and thanked Commission staff for managing the *Actions Register*.

2.8 Board Meeting Agenda Horizon Report

- 2.8.1 The *Board Meeting Agenda Horizon report* was taken as read.
- 2.8.2 The Board noted and discussed the *Board Meeting Agenda Horizon report*.

2.9 Proposed Dates for Board and RASH 2023

- 2.9.1 The Board discussed the proposed dates for Board and RASH Meetings in 2023.
- 2.9.2 The Board noted the proposed dates and requested staff provide new proposed dates that fall on a Wednesday instead of a Tuesday for single day meetings. (Refer to Action number 417/2022)

2.10 Correspondence to the Minister of Climate Change from Climate Change Commission Board Chair re: Commission's comments on Government's adaptation consultation dated 3 June 2022 – for noting

- 2.6.1 The Board noted the *Correspondence to the Minister of Climate Change from Climate Change Commission Board Chair re: Commission's comments on Government's adaptation consultation dated 3 June 2022*.
- 2.6.2 The Board noted and thanked Commission staff for their work regarding the Commission's comments on Government's adaptation consultation.

*Ben Abraham, Ben Aves, Matt de Boer and Sam King joined the meeting at 9:31am.
Damian Ryan left the meeting at 9.32am.*

Agenda Item 3: Approval of Board owned content for Agricultural Progress Assessment PART ONE

- 3.1 The Board discussed the updated *Board owned Content – APA* document following amendments made as a result of email feedback from Board members.

This item was paused and would be readdressed in Item 10.

*Ashleigh Grenfell and Astrid Nunns left the meeting at 9.43am.
Grant Blackwell and Simon Neale joined the meeting at 9:44am.
Tia Greenaway joined the meeting at 9.58am.
Astrid Nunns joined the meeting at 10.05am.
Nicola Shadbolt left the meeting at 10.26am.
Morgan Watkins joined the meeting at 10.27am.
Stephen Walter and Simon Neale left the meeting at 10.34am.
Nicola Shadbolt joined the meeting at 10.34am.
Antonia Burbidge and Stephen Walter joined the meeting at 10.56am.*

The meeting adjourned at 11.02am and reconvened at 11.11am.

*Mel Rae, Janelle Anselmi and Karen Lavin joined the meeting at 11.11am.
Janelle Anselmi left the meeting at 11.23am.*

Agenda Item 4: Update from Risk, Audit, Safety and Health (RASH) Committee Meeting – 8 June 2022

- 4.1 Nicola Shadbolt provided an update to the Board from the RASH Meeting held on 8 June

2022.

Barry Anderson, Matt de Boer, Sally Garden, Sam King and Ben Abraham left the meeting at 11.47am.

*Lara Wood, Damian Ryan, Fran Lovell and Gemma Seddon joined the meeting at 11.49am.
Ben Aves left the meeting at 11.56am.*

Agenda Item 5: Chief Executive's Report

- 3.1 The *Chief Executive Report: 1 April 2022 – 31 May 2022* was taken as read.
- 3.2 Jo Hendy provided the Board with an overview of the Commission's performance during April and May 2022.
- 3.3 The Board noted and discussed the Chief Executive's Report.

Simon Neale joined the meeting at 12.24pm.

Agenda Item 6: Progress Update on 3 Statutory Deliverables

- 6.1 The Board noted the attached dashboard report for the 2022 statutory deliverables.

Nicola Shadbolt, Andy Reisinger, Mel Rae, Stephen Walter, Simon Neale, Antonia Burbidge, Fran Lovell and Gemma Seddon left meeting at 12.31pm.

The meeting adjourned at 12.31pm and reconvened at 1.04pm.

Bhanu Soma and Kerry Davey joined the meeting at 1.04pm.

Agenda Item 7: Verbal update regarding Statement of Performance Expectations (SPE) 22/23

- 7.1 The General Manager, Strategy, Engagement and Corporate Services provided a verbal update to the Board on the development of the SPE 2022/23.
- 7.2 The Board Chair and the General Manager, Strategy, Engagement and Corporate proposed that the Board delegate the final review and approval of the SPE to the Board Chair.
- 7.3 The Board confirmed their approval and agreed that the Board Chair will review the SPE in light of the feedback already gathered from the Board and approve on the Board's behalf.

Agenda Item 8: Verbal update regarding Rautaki Māori programme update

- 8.1 Tia Greenaway provided a verbal update to the Board on the Rautaki Māori programme.

Bhanu Soma left meeting at 1.14pm

Marcus Stickley joined meeting at 1.20pm

Morgan Watkins, Karen Lavin, Kerry Davey, Tia Greenaway, Grant Blackwell, Sandra Velarde and Marcus Stickley left the meeting at 1.33pm

Bhanu Soma joined meeting at 1.34pm

Agenda Item 9: CLOSED SESSION - Finance and forward planning

9.1 Financial update for FY21/22 and Proposed Budget for FY22/23 and outyears

- 9.1.1 The General Manager, Strategy, Engagement and Corporate Services presented the *Financial update for FY21/22 and Proposed Budget for FY22/23 and outyears* paper to the Board.

Nicola Shadbolt joined the meeting at 1.41pm

- 9.1.2 The Board noted and discussed the paper.

Stephen Walter joined the meeting at 1.47pm

- 9.1.3 The Board noted the financial position as of 31 March 2022 and approved its inclusion in the Statement of Performance Expectations 2022/23.
- 9.1.4 The Board noted the commentary relating to the FY21/22 position from the RASH Committee.
- 9.1.5 The Board noted the forecasted year-end financial position for FY21/22 and approved its inclusion in the Statement of Performance Expectations 2022/23.
- 9.1.6 The Board noted the outcome of the Commission's bid in Budget 2022.
- 9.1.7 The Board noted the Draft FY22/23 and OY Budget.
- 9.1.8 The Board noted the commentary relating to the Draft FY22/23 and OY Budget from the RASH Committee.
- 9.1.9 The Board noted the *Draft Business Plan FY22/23* had been provided to the Board as a separate paper.
- 9.1.10 The Board approved the Draft FY22/23 and OY Budget and provided the Chief Executive with authority to spend from 1 July 2022.

9.2 Draft business plan FY22/23 for noting

- 9.2.1 The Board noted and discussed the *Draft Business Plan FY22/23*.
- 9.2.2 The Board provided feedback on the Draft Business Plan.
- 9.2.3 The Board noted that a final version of the Business Plan will be approved by the Chief Executive in July considering the Board's feedback and after consultation with managers and staff.

Lara Wood, Bhanu Soma and Damian Ryan left the meeting at 2.56pm

The meeting adjourned at 2.56pm and reconvened at 3.08pm.

Barry Anderson, Sam King, Grant Blackwell, Sandra Velarde, Matt de Boer and Andy Reisinger joined the meeting at 3.08pm

Agenda Item 10: Approval of Board owned content for Agricultural Progress Assessment PART TWO

- 10.1 The Board notes that the Chief Executive has delegated authority to finalize the *Board owned Content – APA* document as amended following discussions during Agenda item 3 and make any editorial changes needed, provided they are consistent with the substance.

Ben Abraham joined the meeting at 3.54pm

- 10.2 The Board reviewed and approved the *Board owned Content – APA* document as amended in the discussion and subject to confirmation of one additional paragraph concerning the scope of the Commission's analysis on the He Waka Eke Noa proposal to be drafted and circulated to Board Chair and Deputy Chair for delegated approval.

Lisa Tumahai, Tanira King, Sam King, Ben Abraham and Matt de Boer left the meeting at 4.43pm

Agenda Item 11: Quarter Three Performance Report

- 11.1 The General Manager, Strategy, Engagement and Corporate Services presented the *Quarter Three Performance Report FY 2021/22* to the Board.
- 11.2 The Board noted the delay in receiving the report as a result of the levels of unplanned leave across the Commission.
- 11.3 The Board discussed the Quarter Three progress towards performance measures and financial position as reported.
- 11.4 The Board approved the Quarter Three Performance Report FY2021/2022 subject to the two amendments as agreed.
- 11.5 The Board noted that once amendments have been made, the *Quarter Three Performance Report FY2021/2022* is approved to be provided to the Commission's monitoring agency. (Refer to Action number 418/2022)

Agenda Item 12: General Business

- 12.1. No other business was raised.

*Grant Blackwell closed the meeting with a karakia.
The meeting finished at 4.53pm.*

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

Signed: _____



Date: 5/7/2022