

**Climate Change Commission Board Meeting Minutes (Meeting 38)  
Wednesday, 14 September 2022**

A meeting of the Climate Change Commission Board Members was held via Teleconference Facility. The meeting started on Wednesday 14 September at 9.00am and concluded at 3.49pm.

**Climate Change Commission Attendees:**

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

**Apologies:**

Catherine Leining

**Invited Attendees:**

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

**Guests:**

Antonia Burbidge – Manager, Buildings, Industry, Transport and Energy  
Ashleigh Grenfell – Advisor, Governance and Corporate  
Barry Anderson – General Manager, Sector Analysis  
Ben Aves – Principal Analyst, Sector Analysis  
Christopher Holland – Principal Analyst, Emissions Budgets  
Damian Ryan – Manager, Strategy and Performance  
Danny Eyre – Principal Analyst, Buildings Industry Transport and Energy  
Dawn Buckley – Office Administrator, Corporate Services  
Emily Button - Senior Advisor, Strategy and Performance  
Felicia Kolonjari - Senior Analyst, Emissions Budgets  
Fran Lovell – Manager, Communications and Engagement  
Francesca Harris-Wright - Analyst, Land Agriculture and Waste  
Hikurangi Mills – Senior Analyst, Rautaki Māori  
Karen Lavin – Acting Manager, Adaptation  
Katie Osbourne - Analyst, Buildings Industry Transport and Energy  
Lara Wood – Manager, Corporate Services  
Matt de Boer – Acting Manager, Land, Agriculture and Waste

Matthew Smith – Principal Analyst, Markets  
Mel Rae – Manager, Emissions Budgets  
Sam King – Manager, Land Agriculture and Waste  
Simon Neale - Manager, Markets  
Stephen Walter – General Manager, Emissions Budgets, Adaptation, and Markets  
Stuart Dymond – Contractor, Monitoring and Evaluation  
Tom Pettit – Senior Analyst, Buildings Industry Transport and Energy  
Zoe Mack – Senior Analyst, Markets

*The meeting started at 9.00am on Wednesday 14 September.*

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*Rod Carr, Judy Lawrence, Andy Reisinger, Tanira Kingi, James Renwick, Gemma Lawson, and Anne Jonathan joined the meeting at 9.00am.*

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

#### **1.0 Board only items**

- 1.1 The Board discussed the review of Advice '22.

*Jo Hendy joined the meeting at 9.07am.*

- 1.2 The Board requested an update on the progress of the Advice '22 review.
- 1.3 The Chief Executive provided a verbal update on the progress of the Advice '22 review.

*Stephen Walter, Ashleigh Grenfell, Ben Aves, Sam King, Lara Wood, Dawn Buckley, and Francesca Harris-Wight joined the meeting at 9.18am.*

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

#### **2.0 Opening Karakia**

The meeting opened with a karakia by Tanira Kingi.

#### **2.1 Apologies**

- 2.1.1 An apology was received from Catherine Leining for not attending the Board meeting as she is away overseas.
- 2.1.2 The Board noted that Lisa Tumahai and Nicola Shadbolt will be joining the meeting late.

#### **2.2 New Staff Introductions**

- 2.2.1 The Manager, Corporate Services, introduced Dawn Buckley, Office Administrator, to the Board.
- 2.2.2 The Manager, Land, Agriculture and Waste, introduced Francesca Harris-Wright, Analyst, to the Board.

*Damian Ryan and Emily Button joined the meeting at 9.25am*

- 2.2.3 The Manager, Strategy and Performance, introduced Emily Button, Senior Advisor, to the Board.
- 2.2.4 The Board welcomed new staff to the Commission.

*Ashleigh Grenfell, Ben Aves, Sam King, Lara Wood, Dawn Buckley, Francesca Harris-Wight, Damian Ryan, and Emily Button left the meeting at 9.28pm*  
*Barry Anderson, Stuart Dymond and Nicola Shadbolt joined the meeting at 9.29am*

## **2.3 Call for Additional Items**

- 2.3.1 No additional items were raised.

## **2.4 Review of Interests**

- 2.4.1 The Board noted receipt of the Interests Agenda Memo.
- 2.4.2 The Board noted the Permissions Letter dated 2 September 2022 – signed by Chair.
- 2.4.3 The Board noted that Nicola Shadbolt, Lisa Tumahai and Tanira Kingi all have interests that overlap with part of Agenda Item 4, however the Board agreed that the purpose of the item was sufficiently high level that they were not required to be excused.
- 2.4.4 The Board noted that future Emissions Trading Scheme (ETS) agenda items should be listed separately on the agenda.

## **2.5 Approve Draft Board Meeting Minutes**

- 2.5.1 The Board reviewed the draft Board meeting minutes from 16/17 August 2022.
- 2.5.2 The Board agreed that subject to the changes discussed, the minutes from 16/17 August 2022 are confirmed as a true and accurate record of the meeting.

## **2.6 Risk Audit Safety and Health (RASH) Committee Meeting Minutes**

- 2.6.1 The Board noted the minutes for the RASH meeting held on 8 June 2022.

## **2.7 Letters for noting**

- 2.7.1 The Board noted the letter to the Environment Select Committee from the Climate Change Commission regarding National Adaptation Plan, dated 26 August 2022.
- 2.7.2 The Board noted the invitation to the Minister of Climate Change from the Chair and Deputy Chair to speak at the Maui.Tech conference, dated 2 September 2022.

## **2.8 Amended Papers for noting**

- 2.8.1 The Board noted the amended *Quarter Four Performance Report FY2021/2022* paper from the 16/17 August 2022 Board meeting.
- 2.8.2 The Chief Executive noted that some further changes have been identified in

finalising the *Quarter Four Performance Report FY2021/2022*.

- 2.8.3 The Board agreed to delegate approval of non-material amendments to the Chief Executive, with any substantive amendments to be escalated to the Chair.
- 2.8.4 The Board noted the amended *Public Interests Register* paper from the 16/17 August 2022 Board meeting.

## 2.9 Actions Register

- 2.9.1 The Chief Executive noted that due to the late provision of the 16/17 August Board Meeting Minutes, the Actions Register does not include the actions set out in those minutes.
- 2.9.2 The Chief Executive updated the Board on the actions that were in progress and/or completed.
- 2.9.3 The Board noted the completed actions and thanked Commission staff for managing the Actions Register.

## 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*.
- 2.10.3 The Board directed that two strategy days be scheduled for 2023. (*Refer to Action number 430/2022*)
- 2.10.4 The Commissioners discussed and noted future individual engagements.

*Fran Lovell, Lara Wood, Antonia Burbidge, Mel Rae, and Simon Neale joined the meeting at 9.49am*

## Agenda Item 3: Chief Executive Report

- 3.1 The *Chief Executive Report: 1 - 31 August 2022* was taken as read.
- 3.2 The Chief Executive provided the Board with an overview of the Commission's performance during August 2022.
- 3.3 The Board noted and discussed the Chief Executive's Report.
- 3.4 Nicola Shadbolt noted an appointment to provide external financial services and requested that this also be noted with the RASH Committee at their next meeting. (*Refer to Action number 431/2022*)

*Fran Lovell, Lara Wood, and Antonia Burbidge left the meeting at 11.08am*

*The meeting adjourned at 11.08am and reconvened at 11.35am*

*Lisa Tumahai, Matthew Smith, Matt de Boer, Zoe Mack, Felicia Kolonjari, Karen Lavin, and Christopher Holland joined the meeting at 11.35am*

## Agenda Item 4: Input on Strategic approach to advice on Emissions Budget 4, National Adaptation Plan monitoring and ETS settings

- 4.1 The General Manager, Emissions Budgets, Adaptation, and Markets introduced the agenda item and requested the Board's early input on the approach for the above upcoming deliverables.

- 4.2 The Board confirmed that due to the high-level and strategic nature of the input being sought there was no overlap with any declared Commissioner interests.
- 4.3 The Board noted that the Board's discussion will inform the scoping of these projects.
- 4.4 A Senior Analyst from the Emissions Budgets team presented the initial reflections on Emissions Budget Advice '24 to the Board.
- 4.5 The Board provided feedback to staff on the purpose of the next Emissions Budget Advice '24 and on factors that might influence the work of the Commission in providing this advice.

*Christopher Holland left the meeting at 12.17pm*

- 4.6 The Acting Manager from the Adaptation team presented the initial reflections on the National Adaptation Plan Progress report 2024 to the Board.
- 4.7 The Board provided feedback to staff on the key priorities and outcomes for the next National Adaptation Plan Progress report 2024 as well as on factors that the Commission should take into account when providing this report.

*Karen Lavin and Mel Rae left the meeting at 12.54pm*

- 4.8 A Principal Analyst from the Markets team presented the initial reflections on the second New Zealand ETS settings advice to the Board.
- 4.9 The Board provided feedback to staff on the first New Zealand ETS settings advice, and on factors that the Commission should take into account when providing the second New Zealand ETS settings advice.

*Matthew Smith, Matt de Boer, Zoe Mack, Simon Neale, and Felicia Kolonjari left the meeting at 1.23pm*

*The meeting adjourned at 1.23pm and reconvened at 1.58pm*

*Katie Osbourne, Sam King, Fran Lovell, Mel Rae, Tom Pettit, Danny Eyre, and Antonia Burbidge joined the meeting at 1.58pm*

#### **Agenda Item 5: Scoping Paper for advice on ERP**

- 5.1 The General Manager, Sector Analysis introduced the scoping paper for advice on ERP to the Board.
- 5.2 The Board noted the Climate Change Response Act 2002 (the Act) requires the Commission to provide advice on the direction of policy for the ERP to cover the period 2026-2030.
- 5.3 The Board noted the Act sets out parameters for the advice as well as matters that the Commission must consider.
- 5.4 The Board noted that the Commission has some discretion to define the scope of the project within those parameters.
- 5.5 The Board noted the approach proposed in the paper is intended to meet the requirements of the Act.
- 5.6 The Board noted that the Board will have an opportunity to confirm the scope in December.
- 5.7 The Board noted and provided feedback on the scoping and project initiation for the ERP advice.
- 5.8 The Board agreed to the scope of the ERP 2026-2030 project as proposed in this paper subject to the amendments discussed.
- 5.9 The Board agreed to the initiation of the ERP 2026-2030 project based on this scope.

*Sam King left the meeting at 2.37pm*

*Tom Pettit, Katie Osbourne, Danny Eyre, Fran Lovell, Mel Rae, Barry Anderson, and Antonia Burbidge left the meeting at 2.53pm*

*Damian Ryan and Emily Button joined the meeting at 2.56pm*

#### **Agenda Item 6: Proposed Annual Report 2021-22 for feedback**

- 6.1 The Manager of the Strategy and Performance team introduced the update on the development of the *Draft Annual Report 2021-22* to the Board.
- 6.2 The Board noted the changes to the timeline of key dates given the delay in the audit process.
- 6.3 The Board reviewed and provided feedback on the draft Annual Report narrative and the presentation of the non-financial performance measure results
- 6.4 The Board noted that, as per the agreed monitoring arrangements, a copy of the draft Annual Report will be shared with the Ministry for the Environment's Crown Entity Performance Team following the Board meeting.

*Damian Ryan and Emily Button left the meeting at 3.34pm*

*Hikurangi Mills joined the meeting at 3.35pm*

#### **Agenda Item 7: Verbal update regarding Rautaki Māori programme update**

- 7.1 The Chief Executive provided a verbal update to the Board on the Rautaki Māori work programme.

#### **Agenda Item 8: Judicial Review**

- 8.1 The Board noted that there was no update on the Judicial Review.

#### **Agenda Item 9: General Business**

- 9.1. No matters were raised.

*Judy Lawrence closed the meeting with a karakia.*

*The meeting finished at 3.49pm.*

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

Signed:



Date: 19/10/2022