

**Climate Change Commission Board Meeting Minutes (Meeting 39)  
Wednesday, 19 October 2022**

A meeting of the Climate Change Commission Board Members was held via Teleconference Facility. The meeting started on Wednesday 19 October at 9.01am and concluded at 3.49pm.

**Climate Change Commission Attendees:**

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

**Invited Attendees:**

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

**Guests:**

Adam McFerran – Senior Government Services Advisor, Government Services  
Antonia Burbidge – Manager, Buildings, Industry, Transport and Energy  
Barry Anderson – General Manager, Sector Analysis  
Ben Aves – Principal Analyst, Sector Analysis  
Damian Ryan – Manager, Strategy and Performance  
Edward Lewis – Graduate Analyst, Strategy, Planning, & Engagement  
Emily Button - Senior Advisor, Strategy and Performance  
Eva Murray – Principal Analyst, Markets  
Felicia Kolonjari – Senior Scientist  
Fran Lovell – Manager, Communications and Engagement  
Francesca Harris-Wright - Analyst, Land Agriculture and Waste  
Gemma Seddon – Manager, Government Services  
Grant Blackwell – Chief Scientist  
Harry Kent – Contractor, Strategy and Performance  
Hikurangi Mills – Senior Analyst, Rautaki Māori  
Kerryn Davey - Analyst, Rautaki Māori  
Karen Lavin –Manager, Adaptation  
Lara Wood – Manager, Corporate Services

Matthew Smith – Principal Analyst, Markets  
Mel Rae – Manager, Emissions Budgets  
Paul Young – Senior Analyst, Emissions Budget  
Sam King – Manager, Land Agriculture and Waste  
Simon Neale – acting General Manager, Emissions Budgets, Adaptation, and Markets  
Stuart Dymond – Contractor, Monitoring and Evaluation  
Tanith Wirihana Te Waitohioterangi - Analyst, Rautaki Māori  
Tia Greenaway – Manager, Rautaki Māori  
Vanessa Chalk – Analyst, Markets  
Zoe Mack – Senior Analyst, Markets

*The meeting started at 9.01am on Wednesday 19 October.*

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*Rod Carr, Catherine Leining, Andy Reisinger, James Renwick, Jo Hendy, Barry Anderson, Grant Blackwell, Matthew Smith, Simon Neale, Zoe Mack, Vanessa Chalk, Eva Murray, Paul Young, Gemma Lawson, and Anne Jonathan joined the meeting at 9.01am.*

### **Agenda Item 1: Scope of the second advice on NZ ETS settings (2024-2028)**

Minutes for agenda item 1 are attached as an appendix due to the market sensitive nature of the content. The Board noted that Nicola Shadbolt, Lisa Tumahai and Tanira Kingi all have interests that overlap with this item and confirmed that they had been excused from agenda item 1.

*Judy Lawrence joined the meeting at 9.03am*

*Jo Hendy, Barry Anderson, Grant Blackwell, Matthew Smith, Simon Neale, Zoe Mack, Vanessa Chalk, Eva Murray, and Paul Young left the meeting at 10.07am*

*The meeting adjourned at 10.07am and reconvened at 10.13am for the full Board meeting.*

*Lisa Tumahai, Tanira Kingi and Nicola Shadbolt joined the meeting at 10.13am*

### **Agenda Item 2: Board only time**

#### **2.0 Board only items**

- 2.1 The Board discussed their initial thoughts on the Board's ongoing communications approach.

*Jo Hendy joined the meeting at 10.59am.*

- 2.2 The Board noted their initial thoughts on the Board's ongoing communications approach with the Chief Executive.

*Catherine Leining left the meeting at 11.06am*

*Gemma Seddon, Barry Anderson, Lara Wood, Grant Blackwell, Simon Neale, Adam McFerran, Tia Greenaway, Mel Rae and Karen Lavin joined the meeting at 11.07am.*

### Agenda Item 3: Welcome and Introductions

#### 3.0 Opening Karakia

The meeting opened with a karakia by Rod Carr.

#### 3.1 Apologies

3.1.1 There were no apologies received for this meeting.

3.1.2 The Board noted that some Board Members will be absent for portions of the meeting and that this would be minuted.

#### 3.2 New Staff Introductions

3.2.1 The Manager, Government Services, introduced Adam McFerran, Senior Government Services Advisor, to the Board.

3.2.2 The Board welcomed the new staff member to the Commission.

#### 3.3 Call for Additional Items

3.3.1 No additional items were raised.

#### 3.4 Review of Interests

3.4.1 The Board noted receipt of the Interests Agenda Memo.

3.4.2 The Board confirmed there were no new interests to declare.

3.4.3 The Board noted that Nicola Shadbolt, Lisa Tumahai and Tanira Kingi all have interests that overlapped with agenda item 1 and confirmed that they had been excused for that item.

#### 3.5 Approve Draft Board Meeting Minutes

3.5.1 The Board reviewed the draft Board meeting minutes from 14 September 2022.

3.5.2 The Board agreed that the minutes from 14 September 2022 are confirmed as a true and accurate record of the meeting.

#### 3.6 Letters for noting

3.6.1 The Board noted the letter to the Public Service Commissioner from the Board Chair, dated 10 October 2022.

#### 3.7 Amended Papers for noting

3.7.1 The Board noted the amended *Scoping Paper for advice on ERP* paper from the 14 September 2022 Board meeting.

3.7.2 The Board noted the amended *Quarter Four Performance Report FY2021/2022* paper

further to the amended report noted at the 14 September 2022 Board meeting.

### 3.8 Actions Register

- 3.8.1 The Chief Executive updated the Board on the actions that were in progress and/or completed.
- 3.8.2 The Board noted the completed actions and thanked Commission staff for managing the Actions Register.

*Adam McFerran left the meeting at 11.14am*

*Antonia Burbidge, Stuart Dymond and Fran Lovell joined the meeting at 11.16am*

### 3.9 Board Meeting Agenda Horizon Report

- 3.9.1 The Chief Executive presented the Board Meeting Agenda Horizon report to the Board.
- 3.9.2 The Board noted and discussed the Board Meeting Agenda Horizon report.
- 3.9.3 The Board clarified that the Board Meeting Agenda Horizon report would be updated as workstream planning progressed. (Refer to Action number 432/2022).
- 3.9.4 The Board discussed and noted the engagements calendar.
- 3.9.5 The Board discussed possible future engagement with local government.

*Antonia Burbidge left the meeting at 11.27am*

### 3.10 Papers - for noting

- 3.10.1 The Board noted and discussed the *Cost Pressure Information* paper.

*Antonia Burbidge joined the meeting at 11.37am*

### Agenda Item 4: Chief Executive Report

- 4.1 The *Chief Executive Report: 1 - 30 September 2022* was taken as read.
- 4.2 The Chief Executive provided the Board with an overview of the Commission's performance during September 2022.

*Barry Anderson left the meeting at 11.46am*

- 4.3 The Board noted and discussed the Chief Executive's Report.
- 4.4 The Board requested further clarification on the expectations for the external accounting function. (Refer to Action number 433/2022).

*Mel Rae, Karen Lavin, Lara Wood, Antonia Burbidge, Tia Greenaway, and Gemma Seddon left the meeting at 12.05pm*

*Damian Ryan, Emily Button and Harry Kent joined the meeting at 12.06pm*

## Agenda Item 5: Annual Report 2021-22 Narrative - 2<sup>nd</sup> Board review

- 5.1 The Manager, Strategy and Performance, introduced the Annual Report narrative to the Board for their review.
- 5.2 The Board noted the timeline of key dates and the progress of the Annual Report.
- 5.3 The Board discussed and provided feedback on the draft Annual Report narrative, and on the presentation of the non-financial measure results.
- 5.4 The Board noted that official documents created by the Commission will use Aotearoa New Zealand in accordance with the general government style guide. However, the Board acknowledged that in shortform formats, this would not always be achievable.
- 5.5 The Board noted that the Commission will not be producing a responsive digital version of the Annual Report.
- 5.6 The Board noted that a copy of the draft Annual Report has been shared with Ministry for the Environment's Crown Entity Performance Team.

*Damian Ryan, Emily Button, Harry Kent, Stuart Dymond, and Andy Reisinger left the meeting at 12.44pm*

*The meeting adjourned at 12.44pm and reconvened at 1.10pm*

*Catherine Leining, Barry Anderson, Matthew Smith, and Felicia Kolonjari joined the meeting at 1.10pm*

## Agenda Item 6: Communications approach to reactive issues

- 6.1 The Principal Analyst, Markets, and the Senior Scientist introduced a summary of key points on the communications approach to reactive issues.

*Stuart Dymond joined the meeting at 1.26pm*

- 6.2 The Manager, Communications and Engagement, summarised the existing communications and engagement strategy.
- 6.3 The Board noted and discussed the ongoing communications approach.

*Barry Anderson, Matthew Smith, Fran Lovell and Stuart Dymond left the meeting at 2.00pm*

*Grant Blackwell, Sam King, Ben Aves, Edward Lewis and Francesca Harris-Wight joined the meeting at 2.01pm*

## Agenda Item 7: Developments relating to agricultural emissions

- 7.1 The Board discussed their observations on the developments relating to agricultural emissions.

*Tanira Kingi and Jo Hendy left the meeting at 2.07pm*

*Tia Greenaway joined the meeting at 2.09pm*

*Jo Hendy joined the meeting at 2.21pm*

*Simon Neale left the meeting at 2.22pm*

- 7.2 The Board noted the summary of key points from the Parliamentary Commissioner for the Environment's October 2022 note on "How much forestry would be needed to offset warming from agricultural methane?"
- 7.3 The Board noted the staff observations and considerations from the report.
- 7.4 The Board noted that discussions are ongoing to further understand the analysis that underpins the findings in the report.
- 7.4 The Board noted the provided summary of the Governments proposal regarding Agricultural Emissions Pricing released on 10 October 2022.

*Felicia Kolonjari, Sam King, Ben Aves, Edward Lewis and Francesca Harris-Wight left the meeting at 2.45pm*

*The meeting adjourned at 2.45pm and reconvened at 2.55pm*

*Hikurangi Mills, Kerry Davey, and Tanith Wirihana Te Waitohioterangi joined the meeting at 2.55pm*

### **Agenda Item 8: Pou Herenga Establishment**

- 8.1 The Manager, Rautaki Māori, introduced the Pou Herenga's draft Terms of Reference (TOR) and skills matrix.
- 8.2 The Board Chair noted some of the key elements for the Board's consideration.

*Tanira Kingi joined the meeting at 2.58pm*

- 8.3 The Board discussed and provided feedback on the Pou Herenga's draft TOR and skills matrix.

*Nicola Shadbolt left the meeting at 3.07pm*

- 8.4 The Board approved the TOR, subject to the amendments discussed.
- 8.5 The Board approved the remuneration band for the Pou Herenga's members.
- 8.6 The Board agreed that the Deputy Chair would be delegated out-of-cycle approval and agreed that the Interim Pou Herenga and the Secretariat would complete the nominations and appointments process as well as the skills matrix.

*Rod Carr left the meeting at 3.40pm*

### **Agenda Item 9: Verbal update regarding Rautaki Māori programme update**

- 9.1 The Manager of the Rautaki Māori team provided a verbal update to the Board on the Rautaki Māori work programme.

### **Agenda Item 10: Judicial Review**

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

## Agenda Item 11: General Business

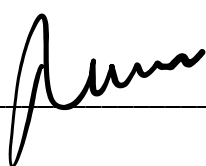
11.1. No matters were raised.

*Lisa Tumahai 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: 25/11/2022

Proactively Released

**Climate Change Commission Board Meeting Minutes (Meeting 39 – Agenda Item 1)  
Wednesday, 19 October 2022**

A meeting of the Climate Change Commission Board Members was held via Teleconference Facility. The meeting started on Wednesday 19 October at 9.01am and agenda item 1 concluded at 10.07am.

**Climate Change Commission Attendees:**

Dr Rod Carr – Chair  
Dr Judy Lawrence  
Professor James Renwick  
Catherine Leining  
Dr Andy Reisinger

**Apologies**

Lisa Tumahai – Deputy Chair  
Dr Tanira Kingi  
Professor Nicola Shadbolt

**Invited Attendees:**

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

**Guests:**

Barry Anderson – General Manager, Sector Analysis  
Eva Murray – Principal Analyst, Markets  
Grant Blackwell – Chief Scientist  
Matthew Smith – Principal Analyst, Markets  
Paul Young – Senior Analyst, Emissions Budget  
Simon Neale – acting General Manager, Emissions Budgets, Adaptation, and Markets  
Vanessa Chalk – Analyst, Markets  
Zoe Mack – Senior Analyst, Markets

*The meeting started at 9.01am on Wednesday 19 October.*

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*Rod Carr, Catherine Leining, Andy Reisinger, James Renwick, Jo Hendy, Barry Anderson, Grant Blackwell, Matthew Smith, Simon Neale, Zoe Mack, Vanessa Chalk, Eva Murray, Paul Young, Gemma Lawson, and Anne Jonathan joined the meeting at 9.01am.*

**Agenda Item 1: Scope of the second advice on NZ ETS settings (2024-2028)**



- 1.1 The Board noted that Nicola Shadbolt, Lisa Tumahai and Tanira Kingi all have interests that overlap with this item and confirmed that they had been excused from agenda item 1.

*Judy Lawrence joined the meeting at 9.03am*

- 1.2 The acting General Manager, Emissions Budgets, Adaptation, and Markets, and the Senior Analyst, Markets, introduced and summarised the scoping and project initiation for the second NZ ETS settings advice.
- 1.3 The Board discussed and provided feedback to staff on the scope and approach to project initiation.
- 1.4 The Board noted that NZ ETS settings for 2023-2027 will be set by the Minister in late 2022, following advice the Commission provided to the Minister on 15 July 2022.
- 1.5 The Board agreed to the scope and approach outlined in the paper, subject to the amendments discussed.
- 1.6 The Board agreed that work on the broader architecture of the NZ ETS will be pursued through the Commission's advice on the second emissions reduction plan, not through this second NZ ETS settings advice.
- 1.7 The Board agreed that, subject to legal advice, staff will lead targeted engagement for the project in line with the Board's engagement strategy.
- 1.8 The Board noted the proposed milestones described in Table 1.

*Jo Hendy, Barry Anderson, Grant Blackwell, Matthew Smith, Simon Neale, Zoe Mack, Vanessa Chalk, Eva Murray, and Paul Young left the meeting at 10.07am*

The meeting adjourned at 10.07am and reconvened at 10.13am for the full Board meeting.

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

Signed: \_\_\_\_\_

Date: 25/11/2022