

Climate Change Commission Board Meeting Minutes (Meeting 30)
Wednesday, 8 December 2021

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 at 10.27am and concluded at 5.08pm.

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
Anne Jonathan – Executive Assistant and Minute Taker
Sandra Davies – Board Coordinator and Minute Taker

Guests:

Antonia Burbidge – Principal Analyst
Ashleigh Grenfell - Advisor
Astrid Nunns – General Manager, Strategy, Planning and Engagement
Barry Anderson – General Manager, Sector Analysis
Ben Aves – Principal Analyst
Bhanu Soma – Senior Financial and Corporate Advisor
Briana Yee – Senior Analyst
Christopher Holland – Principal Analyst
Edward Lewis – Graduate Analyst, Strategy, Planning and Engagement
Emily Laing – Senior Advisor, Strategy and Performance
Eva Murray – Principal Analyst
Grant Blackwell – Chief Scientist
Harriet Palmer – Principal Analyst
Karen Lavin – Principal Analyst
Katie Osborne - Analyst
Marcus Stickley – Principal Communications Advisor

Matt de Boer - Senior Analyst, Sector Analysis – Land and Waste
Matt Smith – Principal Analyst
Olivia Prior – Analyst
Paul Young – Senior Analyst
Phil Wiles – Principal Analyst
Sapna Rana - Analyst
Sally Garden – Principal Analyst
Sandra Velarde – Senior Analyst
Sean Buchanan – Senior Analyst
Stephen Walter – General Manager, Emissions Budgets, Adaptation, and Markets
Vanessa Chalk - Analyst
[REDACTED] – IPSOS
[REDACTED] – Victoria University of Wellington
[REDACTED] – LukeCunninghamClere
[REDACTED] – LukeCunninghamClere
[REDACTED] – Clifton Chambers
Kay Harrison – Ministry of Foreign Affairs & Trade Manatū Aorere
Todd Croad - Ministry of Foreign Affairs & Trade Manatū Aorere

The meeting started at 10.27am.

Rod Carr, Lisa Tumahi, Harry Clark, Judy Lawrence, Nicola Shadbolt, James Renwick, Catherine Leining, Jo Hendy, Astrid Nunns, Barry Anderson, Stephen Walter, Grant Blackwell [REDACTED], [REDACTED], [REDACTED], Matt de Boer, Matt Smith, Eva Murray, Anne Jonathan and Sandra Davies joined the meeting.

Agenda Item 1: Judicial Review update

1.1 [REDACTED] provided a verbal update to the Board on the judicial review proceedings.

Matt de Boer left the meeting at 10.45am.

Jo Hendy, Stephen Walter, Grant Blackwell, Astrid Nunns, Barry Anderson, Stephen Walter, Eva Murray, Matt Smith, [REDACTED], [REDACTED] and [REDACTED] left the meeting at 11.00am.

Agenda Item 2: Board only time

2.1 Item

- 2.1.1 The Board Chair clarified that Board members can attend Board meetings in person at any time, with special effort made to attend in person meetings when identified.
- 2.1.2 The Board discussed staff capacity.

The meeting adjourned at 11.14am and reconvened at 11.25am.

Jo Hendy, Stephen Walter, Grant Blackwell, Astrid Nunns, Barry Anderson, Antonia Burbidge and Ashleigh Grenfell joined the meeting at 11.25 am.

The meeting opened with a karakia by Jo Hendy.

Agenda Item 3: Welcome and Introductions

3.1 Apologies

3.1.1 No apologies were received for this meeting.

3.2 Call for Additional Items

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

3.3 Conflicts of Interest

3.3.1 With the Board due to begin its substantive work on the Agriculture Progress Assessment and the Report on Agriculture Assistance, the Board noted the following relevant interests held by Commissioners:

- Lisa Tumahai - Chair, Te Rūnanga o Ngāi Tahu: farming interests held by Te Rūnanga o Ngāi Tahu)
- Lisa Tumahai - Shareholder in Māwhera Incorporation.
- Nicola Shadbolt – Managing Director, Trustee and Beneficiary of Pohangina Land Company (No.1).
- Nicola Shadbolt - Managing Director, Trustee and Beneficiary of North Grove Dairy.
- Nicola Shadbolt - Managing Director, Trustee and Beneficiary of Cape Horn Land Company.

3.3.2 The Board undertook its quarterly review of the standing interests register and interests information available on the Commission's website.

3.3.2.1 The Board noted the changes to the Interests Register over the past quarter:

- Lisa Tumahai declared a new interest pertaining to her advisory role at Kaiwhakahaere of Ngāi Tahu. The Board noted this interest would be managed by the Commission's interest process. (Refer to Action number 393/2021)
- The Board noted Catherine Leining's new interest pertaining to the Contract from the Ministry for the Environment to revise Motu's *Guide to the New Zealand Trading Scheme* published in 2018. This is being managed by the Commission's interest process. (Refer to Action number 394/2021)
- The Board noted Catherine Leining's interest pertaining to the contract between Motu Economic and Public Policy Research (Motu) (Ms Leining's employer) and the Ministry for the Environment on behalf of the Interim Climate Change Committee (ICCC) to produce a Computable General Equilibrium model that will be used during development of emissions budgets. The contract has now ended. (Refer to Action number 395/2021)
- The Board noted Nicola Shadbolt's interest pertaining to being Managing Director and 5% shareholder in Ironsand Forest Limited. This interest can be removed from the Interest Register as the company has sold its NZU's. (Refer to Action number 396/2021)
- The Board noted the new interests identified at this meeting will be added to the standing register and this would be recirculated to the Board. (Refer to Action number 397/2021)

3.3.9 The Chair reminded the Board that any interest, direct or indirect, by any Commissioner in owning or influencing the ownership of NZUs must be disclosed.

The Commissioners with such interests must not participate in any work relating to ETS advice.

3.4 Approve Draft Board Meeting Minutes

3.4.1 Draft Special Board meeting minutes 10 November 2021

3.4.1.1 The Board reviewed the draft Special Board meeting minutes from 10 November 2021.

3.4.1.2 The Board agreed that subject to the correction identified, the minutes from the 10 November 2021 Special Board meeting could be confirmed as a true and accurate record of the meeting.

3.4.2 Draft Board meeting minutes 16 November 2021

3.4.2.1 The Board reviewed the draft Board meeting minutes from 16 November 2021.

3.4.2.2 The Board confirmed the minutes from the 16 November 2021 Board meeting as a true and accurate record of the meeting.

3.5 Action Register

3.5.1 Jo Hendy updated the Board on the actions that were in progress and/or completed.

3.5.2 The Board discussed the Action Register.

3.5.3 The Board noted the completed actions and thanked Commission staff for managing the Actions Register.

Phil Wiles joined the meeting at 11.45am.

3.6 Board Horizon Report

3.6.1 The Board Horizon report was taken as read.

3.6.2 The Board noted and discussed the Board Horizon report.

3.6.3 The Board requested a Special Board Meeting to be scheduled in February 2022 prior to the judicial review hearing. (*Refer to Action number 398/2021*)

Matt Smith, Sally Garden, Sandra Velarde and Matt de Boer joined the meeting at 11.51am.

Agenda Item 4: Chief Executive Report

4.1 The *Chief Executive Report: 1 – 30 November 2021* was taken as read.

4.2 Jo Hendy provided the Board with an overview of the Commission's performance during November 2021.

4.3 The Board noted and discussed the Chief Executive's Report.

Christopher Holland, Vanessa Chalk and Emily Laing joined the meeting at 11.57pm.

Ashleigh Grenfell left the meeting at 12.00pm.

Sally Garden left the meeting at 12.13pm.

Bhanu Soma joined the meeting at 12.24pm.

Matt de Boer, Sandra Velarde, Vanessa Chalk and Matt Smith left the meeting at 12.37pm.

Agenda Item 5: Chief Executive Key Performance Indicators review

- 5.1 Astrid Nunns provided an update to the Board on the work to review the CE key performance indicators (KPI).
- 5.2 The Board noted that proposed revised KPI will be presented at the February 2022 Board meeting.
- 5.3 The Board noted the recommendation to report bi-annually on the CE KPI.

Phil Wiles and Grant Blackwell left the meeting at 12.48pm.

Agenda Item 6: Board considers if update to SOI required

- 6.1 Astrid Nunns provided an update to the Board on the Statement of Intent (SOI) process.
- 6.2 The Board noted that the Commission's SOI covers the period 2020-2024 and therefore a new SOI is not required in 2022/23.
- 6.3 The Board agreed with the proposal to begin a strategy review in early 2022 as part of the development of the Commission's next SOI covering 2023-2027.

Agenda Item 7: Budget Bid update

- 7.1 Antonia Burbidge and Astrid Nunns provided an update to the Board on the budget bid process.
- 7.2 The Board thanked Climate Commission staff for their efforts in completing the budget bid.

Emily Laing Bhanu Soma and Christopher Holland left the meeting at 12.47pm.

The meeting adjourned at 12.47pm and reconvened at 1.20pm.

Eva Murray, Phil Wiles, Amanda Dudding, Harriet Palmer, Fran Lovell and Grant Blackwell joined the meeting at 1.20pm.

Agenda Item 8: Stakeholder Benchmarking Presentation

- 8.1 Fran Lovell introduced [REDACTED] from IPSOS to the meeting.
- 8.2 [REDACTED] presented the results of the stakeholder survey.

Emily Laing joined the meeting at 1.36pm.

Marcus Stickleley joined the meeting at 1.43pm.

- 8.3 The Board noted and discussed the results of the stakeholder survey.
- 8.4 The Board thanked [REDACTED] for a comprehensive overview of the survey results.

Eva Murray left the meeting at 2.09pm.

- 8.4 Fran Lovell informed the Board that they will be updated as insights from the survey are applied to the Commission's Communications and Engagement Strategy.

Antonia Burbidge, [REDACTED], Harriet Palmer, Fran Lovell, Astrid Nunns, Barry Anderson,

Stephen Walter, Sandra Davies, Anne Johnston, Grant Blackwell, Phil Wiles, Marcus Stickley and Emily Laing left the meeting at 2.25pm.

Agenda Item 9: Tier Structure – Board and Chief Executive only

- 9.1 Jo Hendy presented the proposed change to the Senior Leadership Team structure paper to the Board.
- 9.2 The Board noted and discussed the proposed change *to the Senior Leadership Team structure*.
- 9.3 The Board approved, in principle noting consultation, the proposed Tier 2 structure.
- 9.4 The Board delegated approval to the Board Chair for the final Tier 2 structure.

Kay Harrison, Todd Croad, Astrid Nunns, Barry Anderson, Stephen Walter, Matt de Boer, Matt Smith, Anne Jonathan, Briana Yee, Karen Lavin, Katie Osborne, Ben Aves, Edward Lewis, Eva Murray, Grant Blackwell, Phil Wiles, Sapna Rana, Sandra Velarde, Olivia Prior, Sally Garden, Vanessa Chalk and Sandra Davies joined the meeting at 2.59pm.

Agenda Item 10: Climate Change Ambassador debrief following COP26

- 10.1 Stephen Walter introduced Kay Harrison and Todd Croad from Ministry of Foreign Affairs & Trade Manatū Aorere to the Board.
- 10.2 Kay Harrison provided an update to the Board following her attendance at COP26.

Ben Aves left the meeting at 3.21pm.

- 10.3 The Board thanked Kay Harrison and Todd Croad for their attendance and insights from COP26.

Katie Osborne, Kay Harrison and Todd Croad left the meeting at 3.43pm.

The meeting adjourned at 3.43pm and reconvened at 3.51pm.

[REDACTED], Christopher Holland, Sean Buchanan and Ben Aves joined the meeting at 3.51pm.

Agenda Item 11: Contribution of short-lived and long-lived gases; greenhouse gas metrics; warming and cooling.

- 11.1 Stephen Walter introduced [REDACTED] to the Board.

Paul Young joined the meeting at 4.04pm.

- 11.2 [REDACTED] discussed and presented on the contribution of short-lived and long-lived gasses, greenhouse gas metrics, warming and cooling with the Board.

Matt Smith left the meeting at 4.24pm.

- 11.3 The Board thanked [REDACTED] for his attendance and insights.

Paul Young, Vanessa Chalk, Edward Lewis, Ben Aves, Sapna Rana, Sean Buchanan and [REDACTED] left the meeting at 4.38pm.
Matt Smith joined the meeting at 4.44pm.

Agenda Item 12: 2022 Statutory Deliverables Update – Dashboard Report

- 12.1 Barry Anderson presented the *Update on 2022 Deliverables – Progress Reporting Dashboards* paper to the Board.
- 12.2 The Board noted and discussed the *Update on 2022 Deliverables – Progress Reporting Dashboards* paper.
- 12.3 The Board agreed the Dashboard Report provides the requisite governance information required by the Board for moving forward.

Agenda Item 13: General Business

- 13.1 The Board extended their appreciation to all staff for their extraordinary effort over this past year and wished them a restful holiday season.
- 13.2 The Board Chair acknowledged Harry Clark's tenure on both the Interim Climate Change Committee and the Climate Change Commission. The Board Chair also thanked him for his valuable input and wished him well in his retirement.

Jo Hendy closed the meeting with a karakia.
The meeting finished at 5.08pm.

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

Signed: _____

Date: 15/2/2022