

Climate Change Commission Board Meeting Minutes (Meeting 33)
Tuesday, 12 April 2022

A meeting of the Climate Change Commission Board Members was held via Teams Teleconference Facility. The meeting started at 9.03am and concluded at 4.00pm.

Climate Change Commission Attendees:

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

Apologies:

Dr Tanira Kingi
Professor Nicola Shadbolt

Invited Attendees:

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

Guests:

Anita King – Principal Analyst
Antonia Burbidge – Principal Analyst
Ashleigh Grenfell – Corporate Governance Advisor
Astrid Nunns – General Manager, Strategy, Engagement and Corporate
Barry Anderson – General Manager, Sector Analysis
Ben Abraham – Senior Analyst
Ben Aves – Senior Analyst
Christopher Holland – Principal Analyst
Damian Ryan – Manager, Strategy and Performance
Danny Eyre – Principal Analyst
Emily Laing – Senior Advisor
Eva Murray – Principal Analyst
Fran Lovell – Manager, Communications and Engagement
Gemma Seddon – Manager, Government Services

Grant Blackwell – Chief Scientist
Hugh Marshall-Tate – Senior Analyst
Janelle Anselmi – Senior Advisor
Karen Lavin – Principal Analyst
Kerryn Davey - Analyst
Matt de Boer – Acting Manager, Land, Agriculture and Waste
Mel Rae – Manager, Emissions Budgets
Mere Takoko – Principal Advisor
Olivia Prior - Analyst
Philip Rossiter – Senior Advisor
Quentin Duthie – Analyst
Sally Garden – Principal Analyst
Sandra Velarde – Senior Analyst
Sam King – Manager, Land Agriculture and Waste
Sapna Rana - Analyst
Sarah Bassett - Analyst
Simon Neale - Manager, Markets
Steph McKinlay – Executive Assistant
Stephen Walter – General Manager, Emissions Budgets, Adaptation, and Markets
Tia Greenaway – Team Lead, Rautaki Māori
Tom Pettit – Senior Analyst
Vanessa Chalk - Analyst

External Guests:

██████████ – Director – Climate Change & Sustainability Services, EY New Zealand.

The meeting started at 9.03am.

Rod Carr, Lisa Tumahai, Judy Lawrence, James Renwick, Catherine Leining, Andy Reisinger, Anne Jonathan and Sandra Davies joined the meeting.

Agenda Item 1: Board only time

1.0 Board only items

- 1.1 The Board Chair requested that Board members update the Commissioner's Skills Matrix, including adding any skills needed but not currently on the skills matrix.

Jo Hendy and Astrid Nunns joined the meeting at 9.11am.

- 1.2 Jo Hendy informed the Board on the forward processes relating to the Commission's budget bid.

Stephen Walter, Barry Anderson, Grant Blackwell, Gemma Seddon, Janelle Anselmi, Ashleigh Grenfell, Ben Abraham, Simon Neale, Steph McKinlay, Mel Rae, Ben Aves, Antonia Burbidge and Damian Ryan joined the meeting at 9.39am.

Agenda Item 2: Welcome and Introductions

2.0 Opening Karakia

The meeting opened with a karakia by Astrid Nunns.

2.1 Apologies

2.1.1 Apologies were received from Tanira Kingi and Nicola Shadbolt.

2.2 New Staff Introductions

2.2.1 The Chief Executive introduced the Commission's new staff to the Board:
Janelle Anselmi – Senior Advisor

2.2.2 The Chief Executive welcomed Ben Abraham back to the Climate Change Commission (the Commission) team following the end of a secondment.

2.3 Call for Additional Items

2.3.1 No additional items were raised.

2.4 Review of Interests Register/Conflicts

2.4.1 The Board noted receipt of the Interests Removal letter from the Board Chair dated 7 April 2022, regarding the removal of Catherine Leining's interest of a contract with the Ministry for the Environment to revise Motu's Guide to the NZ ETS.

2.4.2 The Board noted the updated Public Interest Register as at 4 April 2022.

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

2.4.4 The Board noted there were no conflicts of interest on the meeting agenda.

Ben Abraham, Janelle Anselmi and Ashleigh Grenfell left the meeting at 9.48am.

2.5 Documents for noting

2.5.1 Correspondence to Ministers regarding Emissions Reduction Plan

The Board noted the following letters sent to the following Ministers from the Commission's Board Chair, regarding Emissions Reduction Plan, dated 1 April 2022:

- Minister for the Environment
- Minister of Agriculture
- Minister of Energy and Resources
- Minister for Transport
- Minister of Forestry

2.5.2 Correspondence from the Minister of Agriculture and Minister of Climate Change to the Commission Board Chair

The Board noted the letter from the Minister of Agriculture and the Minister of Climate Change regarding an extension to the agricultural assistance 5K request, dated 23 March 2022.

2.5.3 Letter of Expectations from the Minister of Climate Change – discussed in General Business

2.6 Approve Draft Board Meeting Minutes

- 2.6.1 The Board reviewed the draft Board meeting minutes from 15 March 2022.
- 2.6.2 The Board agreed that subject to the amendment identified, the minutes from 15 March 2022 are confirmed as a true and accurate record of the meeting.

2.7 Note Amended Board paper from previous meeting

- 2.7.1 The Board noted the amended *Science Capability and Communication Strategy*, from 15 & 16 February 2022 Board Meeting.
- 2.7.2 The Board noted that the *Science Capability and Communication Strategy* would be reviewed in October 2023. (Refer to Action number 412/2022)

2.8 Action Register - discussed following Agenda item 3

2.9 Board meeting Agenda Horizon Report – discussed following Agenda item 3

Ben Aves left the meeting at 10.00am.

Gemma Seddon left the meeting at 10.10am.

Ben Abraham, Sally Garden, Sarah Bassett, Olivia Prior, Karen Lavin, Sandra Velarde, Tom Pettit, [REDACTED], Hugh Marshall-Tate and Mere Takoko joined the meeting at 10.09am.

Agenda Item 3: Presentation from Director – Climate Change & Sustainability Services, EY New Zealand

- 3.1 The Board welcomed the Director of Climate Change & Sustainability from EY New Zealand, [REDACTED] to the Board meeting.
- 3.2 [REDACTED] provided a presentation on NDC Targets to the Board.

Matt de Boer joined the meeting at 10.19am.

Steph McKinlay left the meeting at 10.42am.

Sam King, Eva Murray and Vanessa Chalk joined the meeting at 10.43am.

Fran Lovell joined the meeting at 10.55am.

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

Vanessa Chalk, Sally Garden, Sarah Bassett, Hugh Marshall-Tate, Ben Abraham, Mere Takoko and [REDACTED] left the meeting at 11.09am.

Agenda Item 2: Action Register and Board Meeting Agenda Horizon Report

2.8 Action Register

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

2.9 Board meeting Agenda Horizon Report

- 2.9.1 The Board Meeting Agenda Horizon report was taken as read.
- 2.9.2 The Board noted and discussed the Board Horizon report.

Eva Murray left the meeting at 11.10am.

The meeting adjourned at 11.10am and reconvened at 11.25am.

Vanessa Chalk, Gemma Seddon, Janelle Anselmi, Steph McKinlay, Danny Eyre, Anita King, Philip Rossiter and Emily Laing joined the meeting at 11.25am.

Agenda Item 4: Chief Executive Report

- 4.1 The *Chief Executive Report: 1 March 2022 – 31 March 2022* was taken as read.
- 4.2 Jo Hendy provided the Board with an overview of the Commission's performance during March 2022.
- 4.3 The Board noted and discussed the Chief Executive's Report.

Vanessa Chalk and Fran Lovell left the meeting at 12.32pm.

Andy Reisinger and Janelle Anselmi left the meeting at 12.45pm.

Mere Takoko joined the meeting at 12.52pm.

Danny Eyre, Anita King, Philip Rossiter, Matt de Boer, Antonia Burbidge and Tom Pettit left the meeting at 1.01pm.

Agenda Item 5: Review of draft Statement of Performance Expectations

- 5.1 Astrid Nunns presented the *Draft Statement of Performance Expectations 2022-23* to the Board.
- 5.2 The Board provided feedback on the *Draft Statement of Performance Expectations 2022-23*.

Steph McKinlay left the meeting at 1.10pm.

Andy Reisinger joined the meeting at 1.10pm.

Gemma Seddon left the meeting at 1.20pm.

- 5.3 The Board noted that the *Draft Statement of Performance Expectations 2022-23* would be edited based on the feedback received and provided in draft form to the Minister of Climate Change for feedback.
- 5.4 The Board agreed that staff can proceed with editing and refining the *Draft Statement of Performance Expectations 2022-23* to be presented at the May Board meeting.

Olivia Prior and Sandra Velarde left the meeting at 1.30pm.

The meeting adjourned at 1.31pm and reconvened at 1.57pm.

Sapna Rana, Tia Greenaway and Kerry Davey joined the meeting at 1.57pm.

Agenda Item 6: Rautaki Māori programme update

- 6.1 Tia Greenaway and Mere Takoko provided an update to the Board on the progress of the Rautaki Māori work programme.

Damian Ryan left the meeting at 2.01pm.

Chris Holland Ben Abraham and Olivia Prior joined the meeting at 2.05pm.

Antonia Burbidge joined the meeting at 2.20pm.

Lisa Tumahai and Eva Murray left the meeting at 2.33pm

Vanessa and Damian Ryan joined the meeting at 2.31pm.

Sapna Rana and Tia Greenaway left the meeting at 2.40pm.

Agenda Item 7: Progress Update on 3 Statutory Deliverables

7.1 Barry Anderson presented a progress update on statutory deliverables to the Board.

Ben Abraham and Mel Rae left the meeting at 2.50pm.

7.2 The Board noted the dashboard report dated 5 April 2022 for the 2022 statutory deliverables.

7.3 The Board requested placeholder invitations for upcoming workshops. (*Refer to Action 413/2022*)

Eva Murray left the meeting at 3.02pm.

James Renwick, Sam King and Olivia Prior left the meeting at 3.04pm.

Kerryn Davey and Chris Holland left the meeting at 3.12pm.

Quentin Duthie joined the meeting at 3.13pm.

Agenda Item 8: Framework for discretionary projects

8.1 Barry Anderson and Quentin Duthie presenting the *Proposed Framework to assess discretionary projects* paper to the Board.

8.2 The Board discussed the *Proposed Framework to assess discretionary projects* paper.

8.3 The Board agreed to the proposed framework outlined in the *Proposed Framework to assess discretionary projects* paper.

Damian Ryan left the meeting at 3.20pm.

Quentin Duthie, Simon Neale and Karen Lavin left the meeting at 3.40pm.

Agenda Item 10: General Business

10.1 Letter of Expectations from the Minister of Climate Change – formally Agenda Item 2.5.3

10.1.1 The Board noted the Letter of Expectations from the Minister of Climate Change to the Commission Board Chair, dated 21 March 2022.

10.1.2 The Board provided feedback on considerations required when drafting the response to the Minister's Letter of Expectations.

10.1.3 The Board agreed to provide a response from the Board Chair on behalf of the Board.

- 10.1.4 The Board agreed that the Board Chair will sign off the response letter on behalf of the Board.

*Astrid Nunns closed the meeting with a karakia.
The meeting finished at 4.00pm.*

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

Signed: _____



Date: 17/5/2022

Proactively released