

**Climate Change Commission Board Meeting Minutes (Meeting 31)  
Tuesday, 15 February 2022 and Wednesday, 16 February 2022**

A meeting of the Climate Change Commission Board Members was held via Teams Teleconference Facility. The meeting started on Tuesday, 15 February 2022 at 1.02pm and concluded on Wednesday, 16 February 2022 at 12.50pm.

**Climate Change Commission Attendees:**

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

**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, Planning and Engagement  
Barry Anderson – General Manager, Sector Analysis  
Bhanu Soma – Senior Financial and Corporate Advisor  
Briana Yee – Senior Analyst  
Charli Keeling - Senior Advisor, Communications and Engagement  
Damian Ryan – Manager, Strategy and Performance  
Danny Eyre – Principal Analyst  
Edward Lewis – Analyst  
Eva Murray – Principal Analyst  
Fran Lovell – Manager, Communications and Engagement  
Gemma Seddon – Manager, Government Services  
Grant Blackwell – Chief Scientist

Hugh Marshall-Tate – Senior Analyst  
Karen Lavin – Principal Analyst  
Marcus Stickley – Principal Communications Advisor  
Matt de Boer – Acting Manager, Land, Agriculture and Waste  
Matthew Smith – Principal Analyst  
Paul Young – Senior Analyst  
Phillip Rossiter – Senior Advisor  
Sally Garden – Principal Analyst  
Sandra Velarde – Senior Analyst  
Sarah Bassett - Analyst  
Simon Neale - Manager, Markets  
Stephen Walter – General Manager, Emissions Budgets, Adaptation, and Markets  
Tia Greenaway – Team Lead, Rautaki Māori  
Vanessa Chalk – Analyst

**External Guests:**

[REDACTED] - Independent Chair, Steering Group He Waka Eke Noa  
[REDACTED] - Programme Director, He Waka Eke Noa  
[REDACTED] – Consultant, He Waka Eke Noa  
[REDACTED] – Consultant, He Waka Eke Noa  
[REDACTED] – Consultant, He Waka Eke Noa  
[REDACTED] - Economics/Modelling Consultant, He Waka Eke Noa  
[REDACTED] - Dairy NZ & He aka Eke Noa Steering Group member

*The meeting started at 1.02pm on Tuesday, 15 February 2022.*

---

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

**Agenda Item 1: Board only time**

**1.1 Board only items**

- 1.1.1 The Board formally resolved James Renwick’s appointment to the RASH Committee.
- 1.1.2 The Board Chair invited Board members to attend quarterly Risk Audit Safety and Health (RASH) meetings at any time.

*Jo Hendy, Stephen Walter, Grant Blackwell, Astrid Nunns, Barry Anderson, Gemma Seddon, Eva Murray, Hugh Marshall-Tate, Simon Neale, Phillip Rossiter, Danny Eyre, Damian Ryan, Matthew Smith and Ashleigh Grenfell joined the meeting at 1.09pm.*

**Agenda Item 2: Welcome and Introductions**

**2.1 Opening Karakia**

The meeting opened with a karakia by Stephen Walter.

The Board Chair welcomed staff to the meeting and on behalf of the Board acknowledged and recognised the additional work and effort staff have made in preparation for the Judicial Review.

## 2.2 Apologies

Apologies were received from Tanira Kingi for 16 February 2022, and for Lisa Tumahai from 10.30am on 16 February 2022.

*Sandra Velarde joined the meeting at 1.25pm.*

## 2.3 New Staff Introductions

2.3.1 The Chief Executive introduced the Commission's new staff to the Board:

Simon Neale – Manager, Markets  
Damian Ryan – Manager, Strategy and Performance  
Philip Rossiter – Senior Advisor  
Danny Eyre – Principal Analyst  
Hugh Marshall-Tate – Senior Analyst

2.3.2 Ashleigh Grenfell, Corporate Governance Advisor, was also formally introduced to the Board. Ashleigh joined the Climate Change Commission in May 2021 during finalisation of Ināia tonu nei and had yet to be formally introduced.

## 2.4 Call for Additional Items

The Board noted that there were no additional agenda items.

## 2.5 Conflicts of Interest

2.5.1 The Board noted receipt of the Notice of Permissions letter from the Board Chair dated 14 February 2022 regarding the interests and proposed mitigations for Andy Reisinger and Tanira Kingi.

2.5.2 The Board noted a letter would be sent to the Minister of Climate Change to notify of those interests for Andy Reisinger and Tanira Kingi that had not been identified during the recruitment process. *(Refer to Action number 399/2022)*

2.5.3 James Renwick raised a new interest with the Board pertaining to his involvement on the Chapter Zero Working Group established by the Institute of Directors. This will be managed by the Commission's interest process. *(Refer to Action number 400/2022)*

2.5.4 Board members confirmed there were no other new interests to declare.

2.5.5 Board members confirmed there were no conflicts of interest on the meeting agenda.

2.5.6 The Board noted that a new standing paper identifying Board member interests against relevant agenda items will first be provided for the 15 March 2022 meeting. *(Refer to Action number 401/2022)*

## 2.6 Approve Draft Board Meeting Minutes

2.6.1 The Board reviewed the Board meeting minutes from 8 December 2021.

2.6.2 The Board agreed that the minutes from the 8 December 2022 Board meeting could be confirmed as a true and accurate record of the meeting.

## 2.7 Letters for Noting

- 2.7.1 The Board noted the Chair's letter sent to the Minister of Climate Change dated 22 December 2021 regarding the Climate Change Commission's monitoring arrangements.
- 2.7.2 The Board noted the letter received from the Minister of Climate Change to the Climate Change Commission's Chair dated 8 February 2022 regarding the scope of the Commission's forward work on the Emissions Trading Scheme.

*Ashleigh Grenfell left the meeting at 1.35pm.*

## 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.

*Vanessa Chalk, Antonia Burbidge and Karen Lavin joined the meeting at 1.49pm.  
Hugh Marshall-Tate left the meeting at 1.51pm.*

## 2.9 Board Horizon Report

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

*Matt de Boer joined the meeting at 2.01pm.*

## Agenda Item 3: Chief Executive Report

- 3.1 The *Chief Executive Report: 1 December 2021 – 31 January 2022* was taken as read.
- 3.2 Jo Hendy provided the Board with an overview of the Commission's performance during December 2021 and January 2022.

*Sandra Velarde left the meeting at 2.09pm.  
Matt de Boer left the meeting at 2.15pm.*

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

*Tia Greenaway and Fran Lovell joined the meeting at 2.35pm.*

- 3.4 The Board requested a review of the Resources section of Diligent to ensure key documents are easily accessible. *(Refer to Action number 402/2022)*

*Gemma Seddon, Tia Greenaway, Karen Lavin and Vanessa Chalk left the meeting at 2.56pm.  
The meeting adjourned at 2.56pm and reconvened at 3.07pm.  
Charli Keeling, Matt de Boer and Marcus Stickley joined the meeting at 3.10pm.*

#### Agenda Item 4: Progress Report on 3 Statutory Deliverables

- 4.1 Barry Anderson presented *2022 Statutory deliverables update – dashboard report* to the Board.
- 4.2 The Board noted and discussed the *2022 Statutory deliverables update – dashboard report*.
- 4.3 The Board noted that staff will circulate to the Board an out-of-cycle decision paper recommending the Commission's approach following the date extension to He Waka Eke Noa's deliverable. (Refer to Action number 403/2022)

*Tia Greenaway and Sandra Velarde joined the meeting at 3.20pm.*

*Charli Keeling left the meeting at 3.20pm.*

*Gemma Seddon, Karen Lavin, Vanessa Chalk, Briana Yee and Paul Young joined the meeting at 3.29pm.*

*Sally Garden, Edward Lewis and Hugh Marshall-Tate joined the meeting at 3.45pm*

#### Agenda Item 5: Rautaki Māori Programme

- 5.1 Tia Greenaway provided a verbal update to the Board on Rautaki Māori programme.
- 5.2 The Board formally resolved Tanira Kingi's appointment to the Interim Pou Herenga.

*Philip Rossiter left the meeting at 4.07pm.*

#### Agenda Item 6: Guest Preparation

- 6.1 The Board noted and discussed the points of discussion ahead of attendees from He Waka Eka Noa joining the Board meeting.

██████████, ██████████, ██████████, ██████████, ██████████, ██████████, ██████████, ██████████, ██████████, Sarah Bassett and Anita King joined the meeting at 4.12pm.

#### Agenda Item 7: He Waka Eka Noa presentation to the Board

- 7.1 The Board welcomed attendees from He Waka Eka Noa.
- 7.2 ██████████ shared a presentation with the Board on He Waka Eka Noa's timeline and objectives for their Pricing System.

*Ashleigh Grenfell joined the meeting at 4.30pm.*

*Marcus Stickley left the meeting at 4.33pm.*

*Matthew Smith and Lisa Tumahai left the meeting at 4.42pm.*

*Edward Lewis, Ashleigh Grenfell, Sandra Velarde and Antonia Burbidge left the meeting at 5.12pm.*

*Rod Carr left the meeting at 5.17pm. James Renwick acted as Chair for the remainder of the Board meeting on 15 February.*

- 7.3 James Renwick thanked attendees from He Waka Eka Noa for their presentation to the Board.

*The meeting adjourned for the day at 5.35pm.*

*The meeting reconvened on Wednesday, 16 February 2022 at 9.45am.*

*Rod Carr, Andy Reisinger, Lisa Tumahai, Catherine Leining, Jo Hendy, James Renwick, Judy Lawrence, Nicola Shadbolt, Stephen Walter, Grant Blackwell, Astrid Nunns, Sandra Davies, Anne Jonathan, Damian Ryan, and Gemma Seddon joined the meeting at 9.45am.*

#### **Agenda Item 8: CE KPI review and KPI's Q2 2021/22**

- 8.1 Astrid Nunns presented to the Board the *CE's KPI's 2021/22* and *Draft Chief Executive's KPIs for 2021/22*.
- 8.2 The Board reviewed and provided feedback on the draft Chief Executive's KPIs (KPIs) for 2021/22.
- 8.3 The Board noted that amended KPIs template would be tabled at the 12 April 2022 Board meeting for review and approval. (*Refer to Action number 404/2022*)
- 8.4 The Board noted that the Chief Executive KPI's will be reported on a six monthly cycle.

*Gemma Seddon Sandra Davies, Anne Jonathan and Damian Ryan left the meeting at 10.21am. Lisa Tumahai left the meeting at 10.30am.*

#### **Agenda Item 9: Working with the Board – Board and Senior Leadership Team only**

- 9.1 Jo Hendy presented the *Structured approach to engaging the Board on deliverables* paper to the Board.
- 9.2 The Board discussed and agreed to the change in approach as outlined in the *Structured approach to engaging the Board on deliverables* paper.

*The meeting adjourned at 10.55am and reconvened 11.05am.*

*Damian Ryan, Gemma Seddon, Sandra Davies, Bhanu Soma and Anne Jonathan joined the meeting at 11.05am.*

#### **Agenda Item 10: 2021/22 Q2 Performance Report**

- 10.1 Astrid Nunns presented the *Quarter Two Performance Report FY 2021/22* to the Board.
- 10.2 The Board noted and discussed the *Quarter Two Performance Report FY 2021/22*.
- 10.3 The Board approved the Quarter Two Performance Report FY2021/2022 subject to the three amendments as agreed.
- 10.4 The Board noted that once amendments have been made, the *Quarter Two Performance Report FY2021/2022* will be provided to the Commission's monitoring agency. (*Refer to Action number 405/2022*)

*Fran Lovell and Briana Yee joined the meeting at 11.34am.*

## Agenda Item 11: Update from Risk, Audit, Safety and Health (RASH) Committee Meeting – 15 February 2022

- 11.1 Nicola Shadbolt provided an update to the Board from the RASH Meeting held on 15 February 2022.

*Gemma Seddon and Bhanu Soma left the meeting at 11.41am.  
Matt de Boer joined the meeting at 11.48am.*

## Agenda Item 12: Science Capability and Science Communication Strategy

- 12.1 Grant Blackwell presented the *Climate Change Commission Science Capability and Communication Strategy* paper to the Board.
- 12.2 The Board noted and discussed the *Update on Climate Change Commission Science Capability and Communication Strategy* paper.

*Karen Lavin joined the meeting at 11.50am.  
Eva Murray joined the meeting at 12.01pm.  
Briana Yee left the meeting at 12.02pm.*

- 12.3 The Board endorsed the Science Capability and Communication Strategy, subject to Grant reflecting on the Board's comments and amending the Strategy based on those reflections. (Refer to Action number 406/2022)

*Andy Reisinger, Matt de Boer and Karen Lavin left the meeting at 12.25pm.  
Sandra Velarde, and Paul Young joined the meeting at 12.26pm.*

## Agenda Item 14: General Business

- 14.1 Astrid Nunns provided an update to the Board on the progress preparations for the Judicial Review hearing, beginning 28 February 2022.

*Steve Walter closed the meeting with a karakia.  
The meeting finished at 12.50pm.*

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

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

Date: 15/3/2022