

Climate Change Commission Board Meeting Minutes (Meeting 32)
Tuesday, 15 March 2022

A meeting of the Climate Change Commission Board Members was held via Teams Teleconference Facility. The meeting started on Tuesday, 15 March 2022 at 9.04am and concluded at 4.17pm.

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:

Antonia Burbidge – Principal Analyst
Ashleigh Grenfell – Corporate Governance Advisor
Astrid Nunns – General Manager, Strategy, Engagement and Corporate
Barry Anderson – General Manager, Sector Analysis
Ben Aves – Senior Analyst
Briana Yee – Senior Analyst
Christopher Holland – Principal Analyst
Damian Ryan – Manager, Strategy and Performance
Danny Eyre – Principal Analyst
Edward Lewis – Analyst
Emily Laing – Senior Advisor
Eva Murray – Principal Analyst
Fran Lovell – Manager, Communications and Engagement
Gemma Seddon – Manager, Government Services
Karen Lavin – Principal Analyst
Katie Osborne - Analyst

Matt de Boer – Acting Manager, Land, Agriculture and Waste
Matthew Smith – Principal Analyst
Mel Rae – Manager, Emissions Budgets
Paul Young – Senior Analyst
Phillip Rossiter – Senior Advisor
Sally Garden – Principal Analyst
Sandra Velarde – Senior Analyst
Sam King – Manager, Land Agriculture and Waste
Sean Buchanan – Senior 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

External Guests:

[REDACTED] – Chief Executive, Energy Efficiency & Conservation Authority
[REDACTED] – Clifton Chambers
[REDACTED] – LukeCunninghamClere
[REDACTED] – Project Manager LukeCunninghamClere
[REDACTED] – LukeCunninghamClere

The meeting started at 9.04am on Tuesday, 15 March 2022.

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

Agenda Item 1: Board only time

1.0 Board only items

- 1.1 The Board discussed the structure of the Board's alignment in the Climate Change Commission (the Commission) work programme.
- 1.2 The Board discussed Commissioner interests and the Commission's interest management process.

Jo Hendy joined the meeting at 9.42am.

- 1.3 The Board discussed with the Chief Executive its strategic role in external engagement and in the Commission's work programme.
- 1.4 The Chief Executive advised the Board that an overview of the direction of the work programme and Board engagement would be provided during the Chief Executive's report agenda item.

Stephen Walter, Astrid Nunns, Barry Anderson, Sam King, Emily Laing, Danny Eyre, Tom Pettit, Ashleigh Grenfell, Sally Garden, Katie Osborne, Steph McKinlay, Mel Rae, Antonia Burbidge, Simon Neale and Damian Ryan joined the meeting at 9.48am.

Agenda Item 2: Welcome and Introductions

2.0 Opening Karakia

The meeting opened with a karakia by Stephen Walter.

2.1 Apologies

2.1.1 The Board noted that Nicola Shadbolt would join the meeting at 9.55am.

2.1.2 The Board noted that Lisa Tumahai would be leaving the meeting at 2.30pm.

2.2 New Staff Introductions

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

Sam King – Manager, Land, Agriculture and Waste

Mel Rae – Manager, Emissions Budget

Steph McKinlay – Executive Assistant

Tom Pettit – Senior Analyst

Steph McKinlay and Sally Garden left the meeting at 10.00am.

Fran Lovell and Briana Yee joined the meeting at 10.01am.

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 Notice of Permissions letter from the Board Chair dated 9 March 2022, regarding the interests and proposed mitigations for Andy Reisinger, Tanira Kingi and James Renwick.

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

2.4.3 Catherine Leining noted that her interest of a contract with the Ministry for the Environment to revise Motu's Guide to the NZ ETS was completed on 25 February 2022 and may now be removed from the Interest Register. (Refer Action 408/2022).

2.4.4 Andy Reisinger and Catherine Leining raised minor edits to the Interests Register that did not pertain to this meeting.

2.4.5 Andy Reisinger's interest pertaining to the judicial review will be removed as the hearing is now complete.

2.4.6 The Board noted the Interests Register would be amended following the edits raised. (Refer Action 409/2022)

2.4.7 The Board confirmed there were no other new interests to declare.

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

Nicola Shadbolt joined the meeting at 9.56am.

Items 2.5 – 2.11 carried forward to General Business agenda item.

██████████ joined the meeting at 9.56am.

Agenda Item 3: Presentation from Chief Executive of Energy Efficiency & Conservation Authority

- 3.1 The Board welcomed the Chief Executive of Energy Efficiency & Conservation Authority [REDACTED] to the Board meeting.
- 3.2 [REDACTED] provided a presentation to the Board on decarbonising boilers, and the EECA's broader work programme on energy efficiency and renewable energy.

Karen Lavin joined the meeting at 10.35am.

Sean Buchanan joined the meeting at 10.43am.

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

Ashleigh Grenfell, Andrew Caseley, Danny Eyre, Katie Osborne, Briana Yee and Tom Pettit and Sean Buchanan left the meeting at 11.02am.

The meeting adjourned at 11.02am and reconvened at 11.12am.

Phillip Rossiter, Christopher Holland, Matt de Boer, Ben Aves, Edward Lewis, Gemma Seddon, Matthew Smith and Eva Murray, Sally Garden joined the meeting at 11.12am.

Agenda Item 4: Chief Executive Report

- 4.1 The *Chief Executive Report: 1 –February 2022 - 28 February 2022* was taken as read.
- 4.2 Jo Hendy provided the Board with an overview of the Commission's performance during February 2022.
- 4.3 The Board noted and discussed the Chief Executive's Report.

Sally Garden, Edward Lewis, Matt de Boer and Ben Aves left the meeting at 11.21am.

Sandra Velarde joined the meeting at 11.45am.

Sally Garden joined the meeting at 12.18pm.

Paul Young joined the meeting at 12.23pm.

Christopher Holland and Phillip Rossiter left the meeting at 12.37pm.

Ben Aves joined the meeting at 12.41pm.

Agenda Item 5: Update on SPE development and strategy planning process

- 5.1 Astrid Nunns provided an update to the Board on SPE development and the strategy process.
- 5.2 The Board noted that the Commission is entering its next period of strategic planning culminating in the tabling of a new Statement of Intent (SOI) with Parliament in June 2023.
- 5.3 The Board noted that Commission staff are now designing the strategy review process.
- 5.4 The Board noted that the first key output of this process is the 2022-23 Statement of Performance Expectations (SPE), which the Board will review in April and May and approve in June 2022.
- 5.5 The Board requested information on the ministerial Letter of Expectation processes for other Independent Crown Entities. (*Refer Action 410/2022*)

Christopher Holland and Edward Lewis joined the meeting at 12.53pm

Christopher Holland, Sam King, Gemma Seddon Edward Lewis and Emily Laing left the meeting at 1.09pm.

The meeting adjourned at 1.09pm and reconvened at 1.33pm.

Tia Greenaway joined the meeting at 1.30pm.

Agenda Item 6: Rautaki Māori programme update (previously Agenda item 7)

- 6.1 Tia Greenaway presented a verbal update to the Board on the progress of the Rautaki Māori work programme.

Mel Rae and Damian Ryan left the meeting at 2.00pm.

Emily Laing and Edward Lewis joined the meeting at 2.03pm.

Agenda Item 7: Progress Update on 3 Statutory Deliverables (previously Agenda item 6)

- 7.1 Barry Anderson and Steve Walter presented the Progress Update on Statutory Deliverables to the Board.

Tom Pettit and Christopher Holland joined the meeting at 2.13pm.

Lisa Tumahai and Emily Laing and Tia Greenaway left the meeting at 2.24pm.

- 7.2 The Board noted the attached dashboard report for the 2022 statutory deliverables.

Tom Pettit, Edward Lewis and Antonia Burbidge and Sally Garden left the meeting at 2.33pm

██████████, ██████████, ██████████ and ██████████ joined the meeting at 2.30pm.

Christopher Holland left the meeting and 2.34pm.

Agenda Item 8: Judicial Review – debrief with Legal Team (previously Agenda item 9)

- 8.1 ██████████ provided a verbal update to the Board on the judicial review hearing.

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Emily Laing joined the meeting at 2.41pm.

Emily Laing left the meeting at 2.52pm.

██████████, ██████████, ██████████ and ██████████ left the meeting at 3.14pm.

Agenda Item 9: Stakeholder Survey Update (previously Agenda item 8)

- 9.1 Fran Lovell presented the *Stakeholder Survey Update* paper to the Board.

- 9.2 The Board noted the content of the *Stakeholder Survey Update* paper.

Tanira Kingi, Ben Aves and Fran Lovell left the meeting at 3.30pm.

Agenda Item 10: General Business

10.1 Approve Draft Board Meeting Minutes (previously Agenda item 2.5)

10.1.1 Draft Special Board Meeting minutes 9 February 2022

- 10.1.1.1 The Board reviewed the draft Special Board meeting minutes from 9 February 2022.
- 10.1.1.2 The Board agreed that subject to the amendment identified, the minutes from 9 February 2022 are confirmed as a true and accurate record of the meeting.

Matthew Smith left the meeting at 3.46pm.

10.1.2 Draft Board meeting minutes 15 & 16 February 2022

- 10.1.2.1 The Board reviewed the draft Board meeting minutes from 15 & 16 February 2022.
- 10.1.2.2 The Board agreed that the minutes from 15 & 16 February 2022 are confirmed as a true and accurate record of the meeting.

10.1.3 Draft Special Board meeting minutes 23 February 2022

- 10.1.3.1 The Board reviewed the Special Board meeting minutes from 23 February 2022.
- 10.1.3.2 The Board agreed that subject to the amendment identified, the minutes from 23 February 2022 are confirmed as a true and accurate record of the meeting.

Simon Neale and Paul Young left the meeting at 3.54pm.

10.2 Note RASH Meeting Minutes (previously Agenda item 2.6)

- 10.2.1 The Board noted the RASH Minutes dated 19 October 2021.

Eva Murray left the meeting at 4.01pm.

10.3 Note Letter from the Minister of Climate Change to Board Chair (previously Agenda item 2.7)

- 10.3.1 The Board noted the letter received from the Minister of Climate Change to Board Chair regarding monitoring arrangements dated 24 February 2022.

10.4 Note Letter from Board Chair to Ministers of Climate Change and Agriculture (previously Agenda item 2.8)

- 10.4.1 The Board noted the letter sent from the Board Chair to the Minister of Climate Change and the Minister of Agriculture regarding the extension of timeframe of advice on AA dated 28 February 2022.

10.5 Note Amended Board paper from previous meeting (previously Agenda item 2.9)

- 10.5.1 The Board noted the amended *2021/22 Q2 Performance Report*, from 15 & 16 February 2022 Board Meeting.
- 10.5.2 The Board noted the *2021/22 Q2 Performance Report* was available in the Diligent Board pack for 15 & 16 February 2022.

10.6 Action Register (previously Agenda item 2.10)

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

10.7 Board Horizon Report (previously Agenda item 2.11)

- 10.7.1 The Board Horizon report was taken as read.
- 10.7.2 The Board noted and discussed the Board Horizon report.
- 10.7.3 The Board requested the Board Horizon Report includes visibility of other relevant climate-sector activities. The Chief Executive will consider the most effective way of providing that to the Board. *(Refer action 411/2022)*

*Stephen Walter closed the meeting with a karakia.
The meeting finished at 4.17pm.*

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

Signed: _____



Date: 12/4/2022

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