Climate Change Chief Executives Board

Meeting papers:
Thursday 17 August 2023

4.15 – 5.30 pm

Pack 1: Agenda and Item 1 papers

Karakia

Karakia timatatanga: opening

Tuia i runga

Tuia i raro

Tuia i roto

Tuia i waho

Tuia i te here tangata

Ka rongo te pō

Ka rongo te ao

Haumi ē, Hui ē, Tāiki ē

Karakia whakakapi: closing

Kia whakairia te tapu

Kia wātea ai te ara

Kia turuki whakataha ai

Haumi ē, hui ē, tāiki ē

Climate Change
CHIEF EXECUTIVES BOARD

AGENDA
Climate Change Chief Executives Board Meeting
Thursday 17 August 2023, 1615 – 1730
Room 2.04 Pipitea, MfE Offices, 8 Willis Street, Wellington / MS Teams

Attendees	James Palmer (Chair, MfE), Caralee McLiesh (TSY), Carolyn Tremain (MBIE), Dave Gawn (NEMA), Paul James (DIA), Penny Nelson (DoC), Ray Smith (MPI), Aaron Martin (CL), David Wood (MoT Acting CE)
In support	Lisa Daniell, Chris Nees, Mel Rae, Rachael Church (CCIEB Unit)
Agency attendees	Janine Smith, Anne Haira (MfE)
Apologies	Audrey Sonerson (MoT)

Current meeting: 17 August 2023	Next meeting: 30 August 2023	Board strategy session: 27 September BIM and Adaptation-focused priorities
• Draft six-monthly ERP and NAP progress report • **Noting paper**: Draft outline of BIM	• **External engagement**: Andrew Caseley, EECA outgoing CEO – Valedictory • **Mitigation**: ERP2 programme update • **Adaptation**: Access to the right data and information to take adaptation action; Emergency management report back • Insights from existing surveys/research on New Zealanders and climate change • **Noting papers**: Public ERP1 report; Climate IEB annual report and updated statement of intent	• Draft BIM • Draft collective narrative • Adaptation strategic focus areas • Priorities for year ahead

#	Time	Item	Recommended actions
		Karakia timatanga / Chair's opening comments / Board-only time	
-	15 mins 1615-1630	**Board only time – context sharing**	
1	45 mins 1630-1715	**Draft six-monthly ERP and NAP progress report** **Lead:** Lisa Daniell & Chris Nees (IEB Unit) This is the Board's second report on progress across the ERP, and the first time reporting on the NAP. Key points: • The content and messaging in report has been developed with your agencies. • The report sets out the changing context for our climate work programmes, an assessment of progress and the challenges we face, and steps the Board recommends in response to risks and opportunities raised in the report. • We are continuing to refine details in the report, including some ongoing feedback from agencies, but want to test the Board's comfort with the messaging and proposed actions. • A short public-facing version of the report will also be produced, to meet the Cabinet requirement to do so. *Papers:* *1.1 - Draft briefing note to Prime Minister (and CRMG)* *1.2 - Draft six-monthly progress report* *1.3 - Deloitte report on confidence testing*	**1.1 Note** the draft six-monthly progress report provided for feedback **1.2 Provide feedback and endorse** the messages in the six-monthly report

Any other business / noting papers				
2	2 mins **1715**	**Draft outline of the Board's briefing to incoming Minister/s** **Lead**: Lisa Daniell (IEB Unit) This item provides early visibility of the draft approach to the CCIEB BIM, as it is being developed with agency Directors and to be discussed with Climate DCEs. Key points: • The draft approach has been developed with interagency Directors. • Climate DCEs will discuss the draft outline of the BIM at their meeting on 16 August. *Paper:* *2.1 - Draft BIM outline*	2.1	**Note** the draft BIM outline provided (for early visibility)
3	2 mins **1717**	**Meeting administration** **Lead**: Chair / Lisa Daniell (IEB Unit) • Minutes of previous meetings, 29 June and 1 August • Actions register as at 11 August 2023 • Indicative forward agenda *Papers:* *3.1a - Minutes of previous meeting held on 29 June* *Note: this can be found in the previous pack (8-01)* *3.1b - Minutes of previous meeting held on 1 August 3.2 -* *Actions register* *3.3 - Indicative forward agenda*	3.1 3.2 3.3	**Approve** the minutes of the previous two meetings **Note** the updated actions register **Review** the indicative forward agenda

Deloitte.

Climate Change Chief Executives Board

Testing of Six-Monthly Climate Change Chief Executives Board (CCEB) Reporting Review

Confidence over the national adaption plan (NAP) and emissions reduction plan (ERP) progress reported by agencies

Deloitte completed an examination of a small sample of information reported by agencies as part of the required six-monthly progress report on NAP and ERP led actions to the Secretariat. This was the second confidence testing review on six-monthly progress reporting, with the first completed in February 2023. The scope of the first review was limited to ERP actions.

The focus of this review included samples from the NAP and ERP with a higher distribution of NAP samples due to this being their first round of CCEB reporting.

This was a light-touch, limited review, looking at a sample of 10 action items. This review sought to understand and test how agencies arrived at their assessments, consider to what extent the approach has been consistent between agencies, and what improvement opportunities are available to enhance subsequent reporting.

The Board's Secretariat selected a sample of 10 actions, 8 from the NAP and 2 from the ERP. The NAP sample included critical and non-critical actions and a spread of RAG (Red, Amber, Green) risk ratings. The majority were rated 'green' status with some 'amber' and one 'discontinued'. The actions were mainly quantitative in nature.

The selections were not designed to be a representative sample given the small number and the need for judgement involved. A pragmatic approach was applied to assessing the information provided in this second report to the Board.

Deloitte's work identified several high-level observations / themes and recommendations to improve the quality of the reporting in future. These recommendations focus on matters across the 10 action samples and not any individual actions or agencies.

Key observations and themes

1. **Overall assessment**
   - The majority of information reported (samples) provided a moderate level of confidence, in particular where there were clear deliverables, and the inputs were internal or inter-agency with publicly verifiable information supported by internal review and sign off processes. However, there is a need and opportunity to improve the consistency of processes and controls and provide clarity for next steps in reporting maturity across agencies.

2. **Agency level control environment is variable with basic controls implemented, however processes are not yet mature**
   - Agencies appear to have basic controls over their reporting. Majority of report sign-out processes meet the minimum requirement where at least Director level sign off is obtained. However, not all samples had documented evidence, and some provided retrospective approval from Directors.
     Since the last review the CCIEB has provided ERP agencies with a sign off sheet which is a process control improvement based on the findings of the review. For the 2 ERP samples reviewed they were large agencies with several actions and a centralised team compiling the sign off, as a result the evidence of sign off was provided through internal memos to Directors on all actions. This is considered appropriate in the circumstances.
     The majority of the NAP samples evidenced approval is through an email. 2 samples did not include the individual who signed out reporting and 1 sample was approved by a manager rather than Director.
   - None of the 10 samples were reliant on other agencies' information to report. Further discussion regarding the broader process agencies follow when there is reliance on other agencies' information, is to assume the information provided is correct / accurate largely relying on other agencies internal controls.
   - Due to the broad range of agencies involved, there is a spectrum of control and reporting maturity. Agencies with mature practices and sufficient resourcing have stronger control environments with more reliable monitoring information available. Agencies with a significant number of actions tended to have a centralised function which collate and moderate reporting across all actions, with ERP and NAP actions following the same process. Agencies with less actions had ad hoc controls and no moderation of reporting largely reliant on actions leads to apply reporting guidance correctly.

- Reliability of information:
  - All samples reviewed had reported actions that were supported by evidence.
  - No red flags were identified to suggest material discrepancy with reported progress.
  - Roles and responsibilities for reporting were generally clear within an agency, but not where other agencies are contributing information to the report due to the NAP chapters not having clear leads like the ERP.
  - In many cases, the level of confidence in the information depended on existing work programmes, reporting and monitoring structures. Most of the sample actions were part of a wider work programme with oversight from multiple individuals and management increasing confidence due to collective knowledge and accountability of progress against an action.
  - Different levels of commentary were provided on action progress with some not providing sufficient explanation. Additionally, where applicable, risks and opportunity annotations were not maturely assessed. There was one instance where a critical action with an 'amber' status did not report any risks or opportunities.
  - Sign offs were completed in a variety of ways, from email approval to memos with a complete report on the actions and any issues for discussion.

3. **Agency application of the reporting guidance was largely consistent however raises possible gap in reporting**
   - Approach and application of RAG assessments and milestones
     - Since the first round of reporting on the ERP, detailed guidance has been developed on the RAG framework to support agencies' consistent application of the statuses. This includes introducing a 'discontinued' status, where there is some confusion as to when this apply instead of a 'red' status.
     - All samples applied the RAG framework with the majority aligning to guidance definitions with supporting evidence. There were 2 samples where their status changed after management review as the action could be interpreted as either status from a project or strategic perspective. This poses a risk in application of the RAG status definitions being inconsistently applied across agencies.
     - 2 samples had a RAG status where the guidance may not have been applied correctly, both of these sample ratings were impacted by (we were told) lack of funding.

4. **How we want to report on RAG status, what different level of insights is provided or could be provided?**
   - The order of the reporting spreadsheet questions may create confusion as to whether the RAG status applies to the last 6 months progress or overall action progress, regardless of short-term delays or disruptions. The guidance confirms the RAG status is an assessment on if the actions is on track to be achieved overall, rather than on a specific milestone or expected past 6 months activities.
   - Majority of samples were applying the RAG status to overall progress on an action. Although this aligns with guidance, applying the RAG status to the overall action, which in many cases spans several years, creates a risk that the CCIEB may not be aware of short-term delays early enough to ensure this does not go on to impact the overall action. This risk is further increased as only critical actions are expected to report on risks and opportunities. Therefore, a non-critical action may not raise risks throughout progress reporting and change from a 'green' to a ['red' unexpectedly before the action is due, as assumptions made by the agency were incorrect.
   - Applying the RAG status only to an actions overall achievement may not provide a valuable view of emerging risks for the CCIEB to consider. As some actions have a long window to be completed, emerging risks can be dismissed as not likely to impact overall achievement. However, as 6 monthly milestones are reported on in this cycle, it would be beneficial for the CCIEB to be made aware of emerging risks to milestones to more accurately consider long term delivery impacts. We note from interviews that RAG status' were changed from 'amber' to 'green' for this reason, that a short term disruption is unlikely to prevent overall delivery so the status is raised to green. This could result in the reporting to the CCIEB being more 'green' than it is in the shorter term. There is opportunity to report on both the milestone RAG, and the overall action rag separately to improve visibility.
   - Qualitative assessment
     - Many of the NAP samples had clear deliverable actions, interviews indicated the NAP was designed to be more easily measured, therefore progress or completion of the action meant reporting was straightforward.
     - Data integrity concerns were noted in the use of the master tracker, as was raised in the previous report. Many agencies extracted their samples and created a singular spreadsheet for all their actions which was input into the master tracker. This creates a risk of human error of inputting data or overriding other agencies reporting on accident.

5. **A lack of clarity on next steps**
   - In instances where there is a lack of funding, it is unclear how an agency should be reporting to the CCIEB, including appropriate RAG status and whether reporting should be conducted at all.

- o 6 of the samples are dependent on obtaining funding to either complete the action or progress to the next stage of the action.
- o Samples that did not receive funding in the last bid were unclear if there is an expectation to reapply for funding in future rounds.
- o 2 samples that did not receive the funding required to complete the action have had different interpretations of the RAG status. One was rated a 'red' status and one, which is also a critical action, was rated 'discontinued'. Both referred to a lack of funding as the rationale for the rating, however applied the rating differently, demonstrating an inconsistency in understanding on how 'red' and 'discontinued' should be applied.
- o There is a lack of clarity on what the next steps are once there has been a 'discontinued' rating, for example if funding should be applied for in the future, if it is no longer reported on or if it will be removed from the NAP actions. A lack of clarity on next steps poses a risk that agencies are approaching funding applications differently and an action may be prematurely stopped.
- Some actions have now been completed, there is a lack of clarity on if these actions are expected to remain in the master tracker and be included in future 6-month reporting.

Recommendations – opportunities to consider for enhancing confidence and consistency:

1. **Consistent agency report sign off** – Apply ERP "sign off" guidance ("form") that sets out the checks and balances applied by the agency, including agency's Director sign off, evidential support, moderation, risk management, applicable data integrity and validation checks, third party data confidence, etc to NAP actions. This would enhance consistency of control expectations over information and report quality and ensure consistent sign off expectations for both EPR and NAP.

2. **Clarify next steps following a RAG status** – further refine the guidance for applying the RAG framework provided by the Secretariat, particularly the scenarios for when 'red' or 'discontinued' would be applied, also clarity on the responsible party for applying discontinued and associated approvals required. The guidance should also address questions regarding next steps when a particular rating is applied and clarity around who is responsible for completing these next steps, especially when there has been no funding.

3. **Data integrity for the master action tracker** – consider whether there are alternate digital tools or features within existing systems which enable agencies to self-submit their action updates and has capability to pull submissions into an aggregate view. This would reduce the inherent data integrity risks in place when working from an Excel file such as formatting errors, copy pasting errors, and version control. A possible solution may include introducing a Microsoft form instead, where all agencies fill in a form per action, where certain field may be mandatory and is automatically collated into one overall spreadsheet. This would reduce the risk of human error in the master excel file and mean all required information is filled in. *Refer to the Appendix for an example of how this may be used.*

4. **Determine if current RAG reporting provides the best view on progress** – consider if current reporting, specifically the RAG status application to the overall action progress provides the Board with an adequate view of risks associated with key milestones being achieved as compared to overall (in some cases) longer term outcomes. To improve oversight of key milestones and overall action achievement, the RAG status may be applied to both the past 6 months progress and the overall action, to ensure any risks are raised with enough time to enact solutions while also still having a broad view of multi-year actions.

Background

The Climate Change Chief Executives Board (the Board) is focused on New Zealand's long-term climate change strategy, ensuring Aotearoa stays on track to meet its commitments.

It monitors and reports on the delivery of actions in the ERP and NAP. It will also advise on the overall effectiveness and future direction of the two plans, and ensure domestic emissions budgets are met.

A key priority of the Board is to provide advice on how to navigate the path towards Aotearoa New Zealand's long-term climate change goals, responding to challenges and taking opportunities as they arise. It will work with global and domestic experts with a view across the entire system, to accelerate or remove barriers to climate action as required.

Scope and approach

The scope of this review focused on examining a small sample of information reported by agencies to the Secretariat for the Board as part of the six-monthly reporting. The purpose of this review is to provide confidence over a limited sample of agencies' reported information, recognising that this second review will build on the initial review first undertaken in February 2023. The work will focus on examining a small sample of ERP and NAP information reported by agencies ("assertions") to the Secretariat for the Board as part of agencies reporting to the Board.

The report will provide findings from a limited set of agency ERP / NAP assertion samples selected by the Secretariat and draw high level conclusions from the samples (recognising limitations) and provide suggestions to improve information and/or practices for future reporting. Interviews were conducted with the relevant lead agency personnel to understand processes and review of supporting documentation related to each sample was conducted to corroborate assertions by the agencies. Consultation or document review was not conducted beyond the lead

agency. Conclusions were formed from the information provided with the limitations outlined throughput this report, and high-level recommendations made to improve controls or processes to improve the confidence and consistency of reporting in future.

Limitations, Disclaimer and Use of Report

Our work was performed in accordance with our Consultancy Services Order dated 11/07/2023 with the Ministry for the Environment. The report should be read in conjunction with the Limitations and Disclaimer set out below.

Procedures that we performed did not constitute an assurance engagement in accordance with New Zealand Standards for Assurance engagements, nor did it represent any form of audit under New Zealand Standards on Auditing, and consequently, no assurance conclusion or audit opinion is provided.

The work was performed subject to the following limitations:

Limitations:
- Our assessments are based on observations from our review, interviews and documentation review undertaken in the time allocated. Assessments made by our team are matched against our expectations and good practice. This report offers observations and insights and recommendations and has considered the views of stakeholders with whom these matters have been discussed.
- The matters raised in the deliverable are only those which came to our attention during the course of performing our work and are not necessarily a comprehensive statement of all matters, insights or recommendations that might be made. We cannot, in practice, examine every reporting matter, issue, risk, control. Accordingly, the Ministry should not rely on our report to identify all potential issues associated with agency reporting.

General Distribution Disclaimer:
The report should be read in conjunction with the Limitations and Disclaimer set out on this page. This report is provided solely for the Ministry for the Environment, Climate Change Chief Executives Board, and their respective agencies exclusive use. Our report is not to be used for any other purpose, recited, or referred to in any document, copied or made available (in whole or in part) to any other person without our prior written express consent. We accept or assume no duty, responsibility, or liability to any other party in connection with the report or this engagement, including without limitation, liability for negligence in relation to the findings and recommendations expressed or implied in this report.

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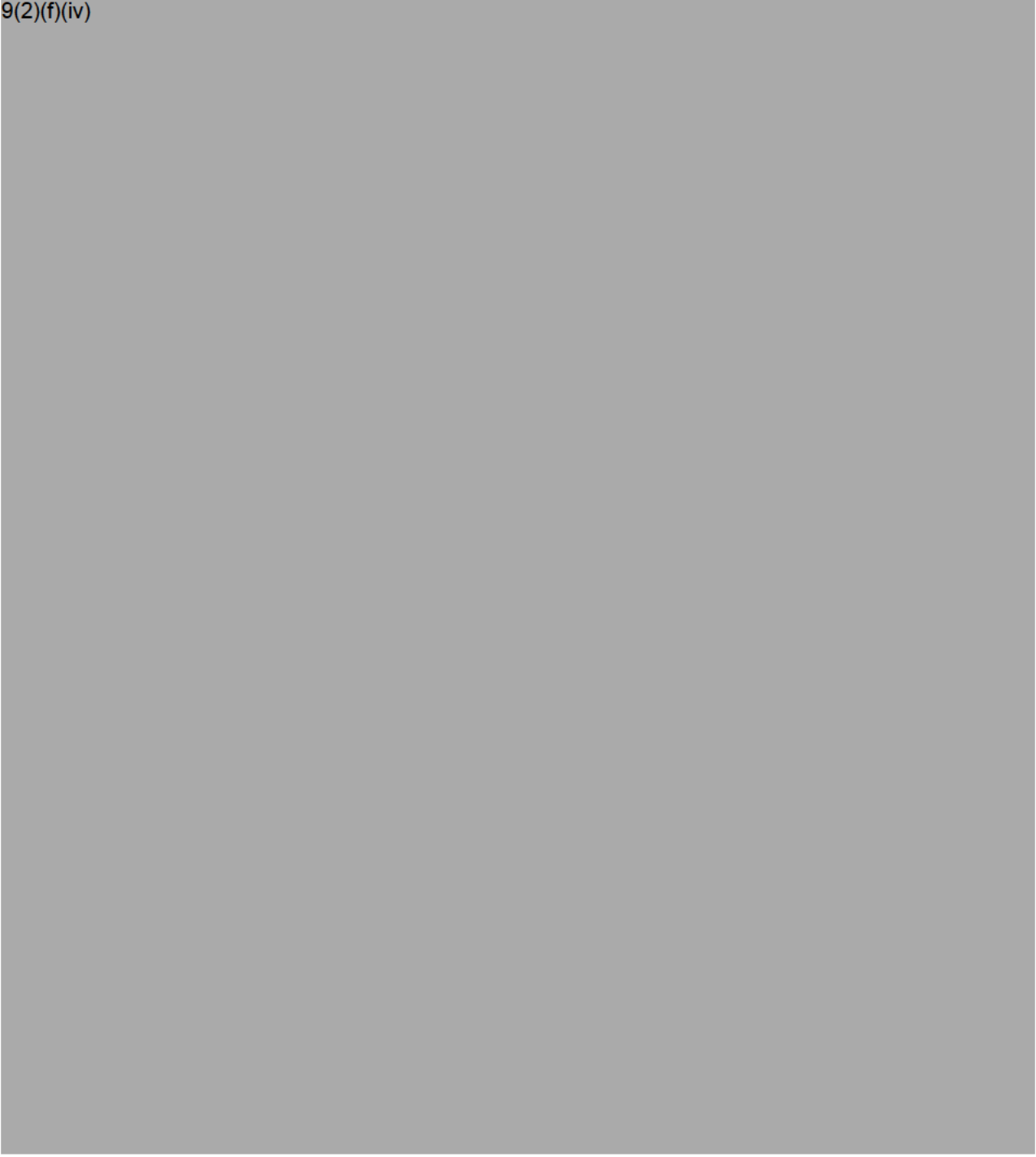
Climate Change
CHIEF EXECUTIVES BOARD

COVERSHEET: Item 2

To	Climate Change Chief Executives Board
Meeting date	**17 August 2023**
Agenda item name	**Draft outline of the Board's BIM**
Item lead	Lisa Daniell & Mel Rae
Lead agency	CCIEB Unit

Verbal update	Yes☐	No☒	**Supporting paper**	Yes☒	No☐

Reason for Board's consideration	For information - To provide early visibility of the draft approach to the CCIEB BIM as it is being developed with agency Directors and to be discussed with DCEs on 16 August.
Key focus areas	

Recommendations	Note the supporting paper (for Board's early visibility of planned BIM components)
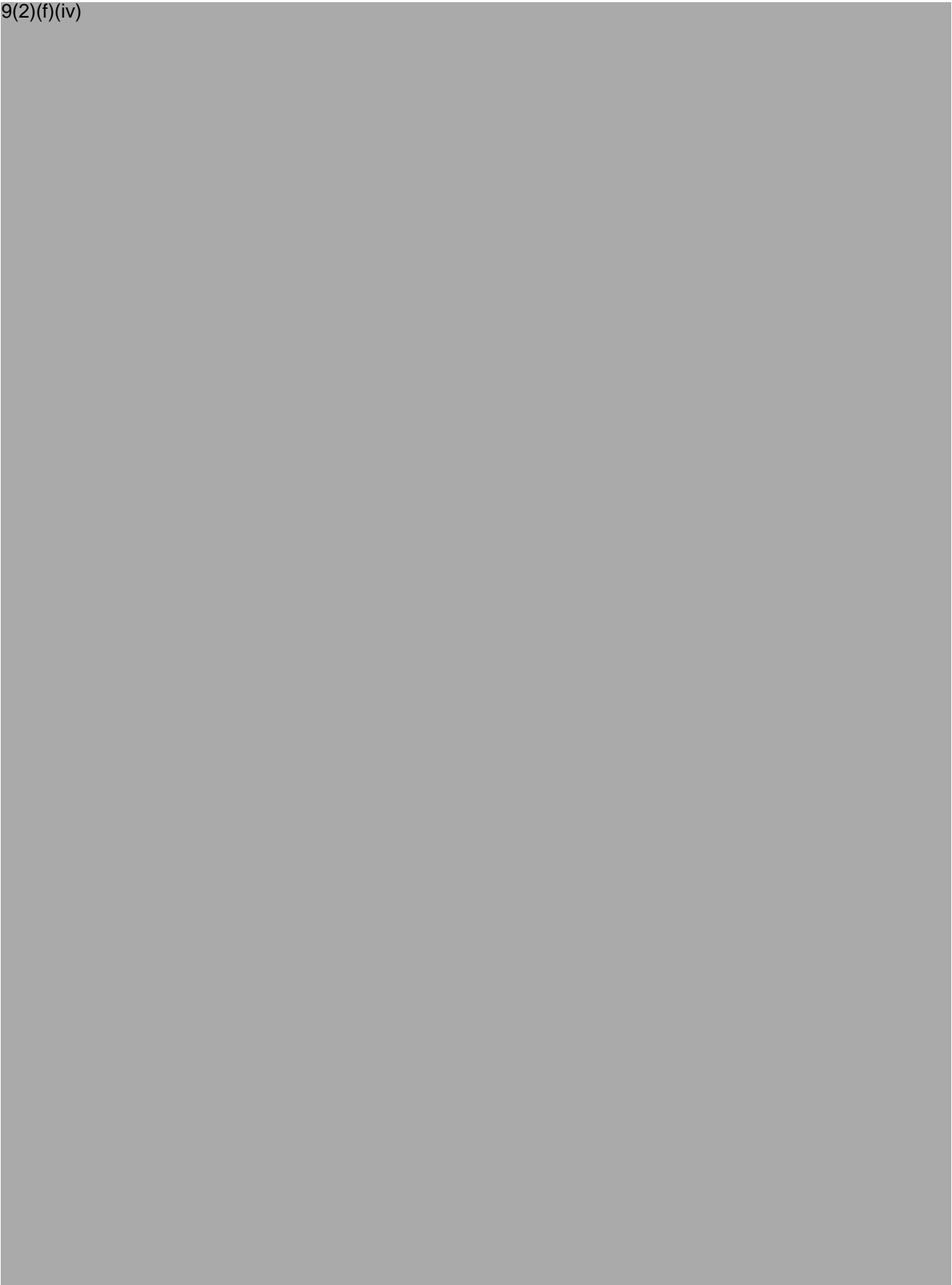
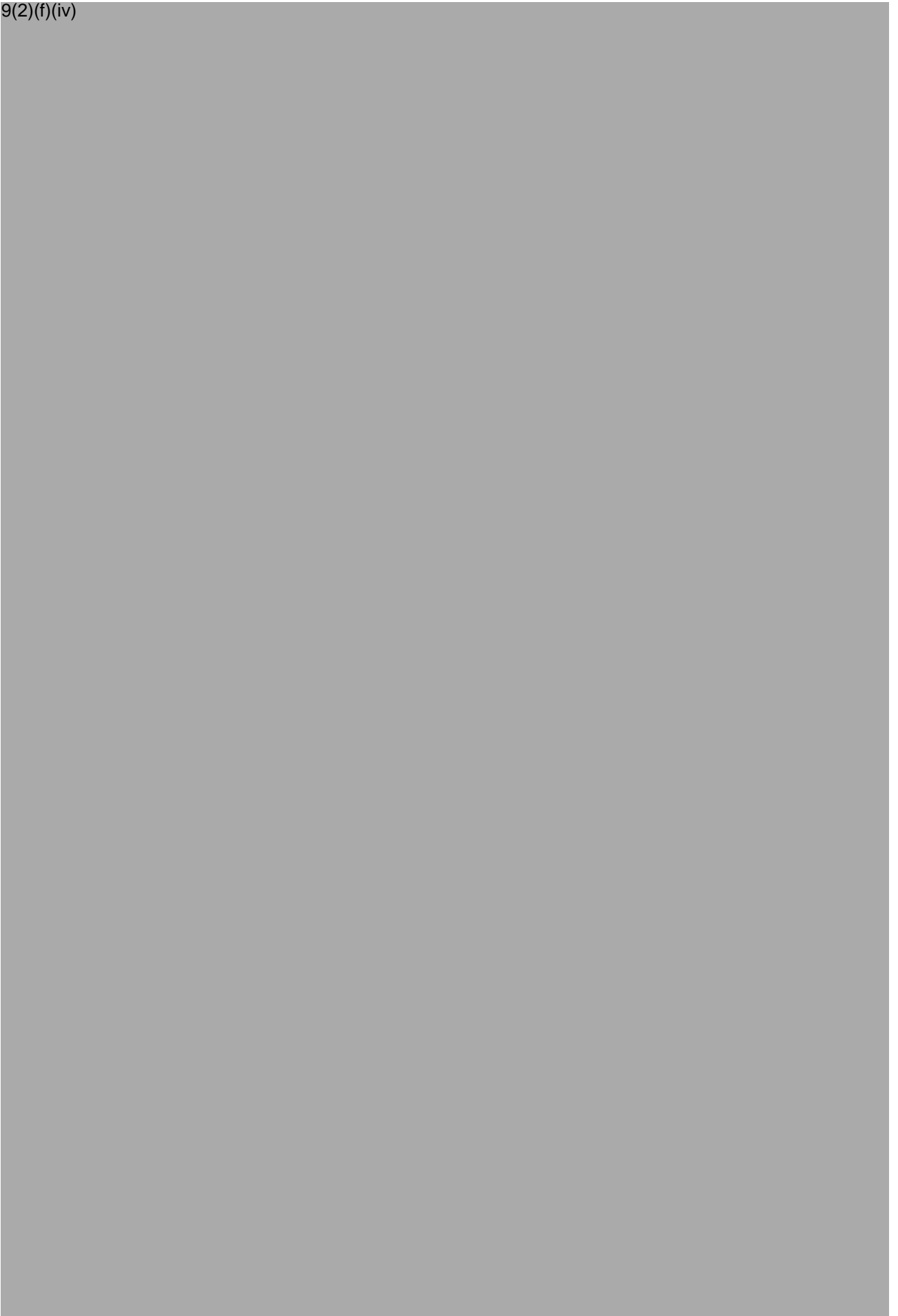| **Has the Board previously considered this item, if so, when?**	Yes☐	No ☒	**Date**	
Has this item been considered/endorsed by Climate DCEs?	Yes☐	No ☒	**Date**	
	DCEs will discuss the draft components and outline of the Board's BIM at their meeting on 16 August 2023			
Will this item be going to CRMG or Cabinet?	Yes☐	No☒	**Date**	
Relevant Cabinet decisions and dates				
Comments	The draft approach has been developed with interagency Directors. The Board will receive draft BIM and collective narrative for discussion and input ahead of its strategy discussion in September.			

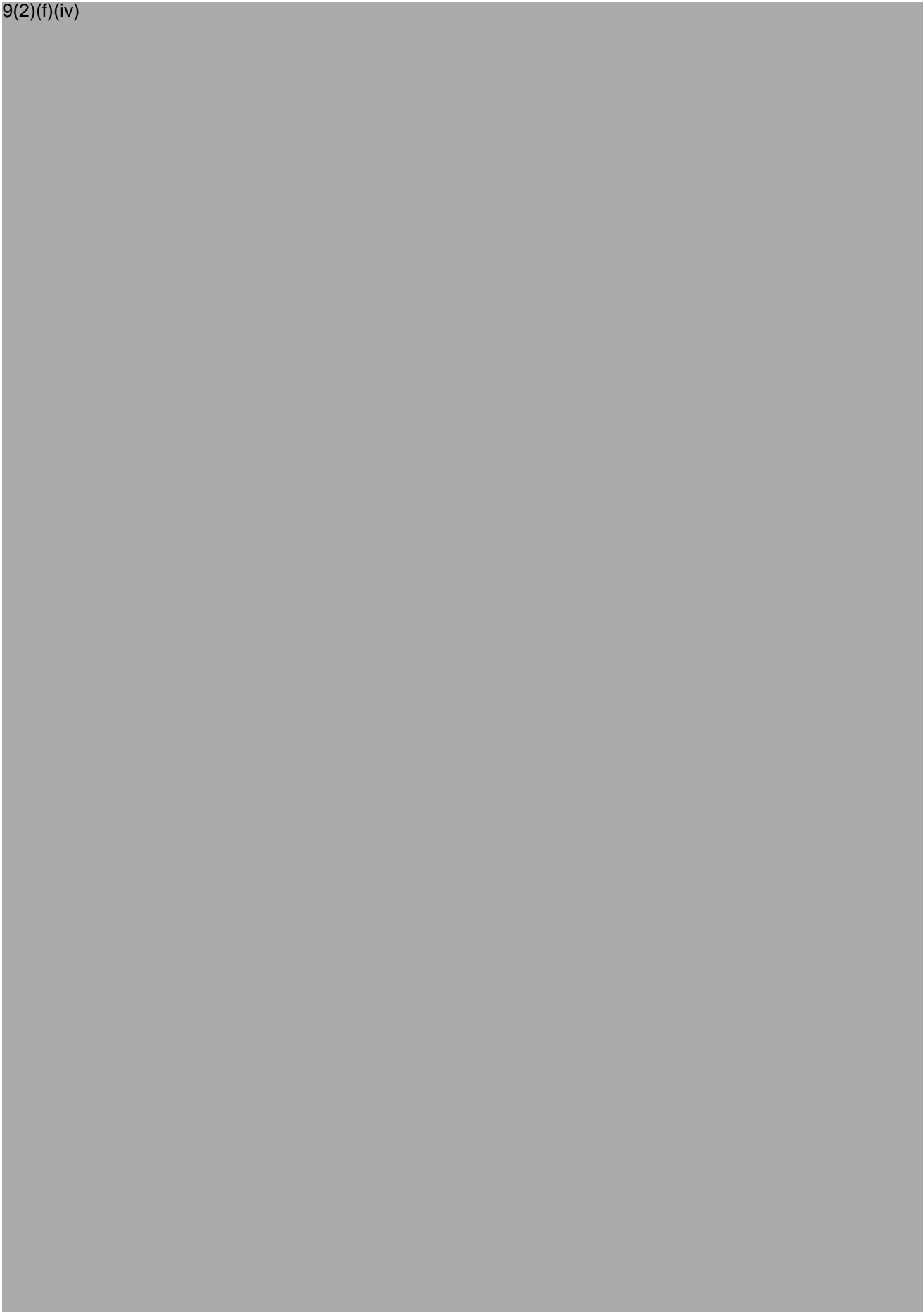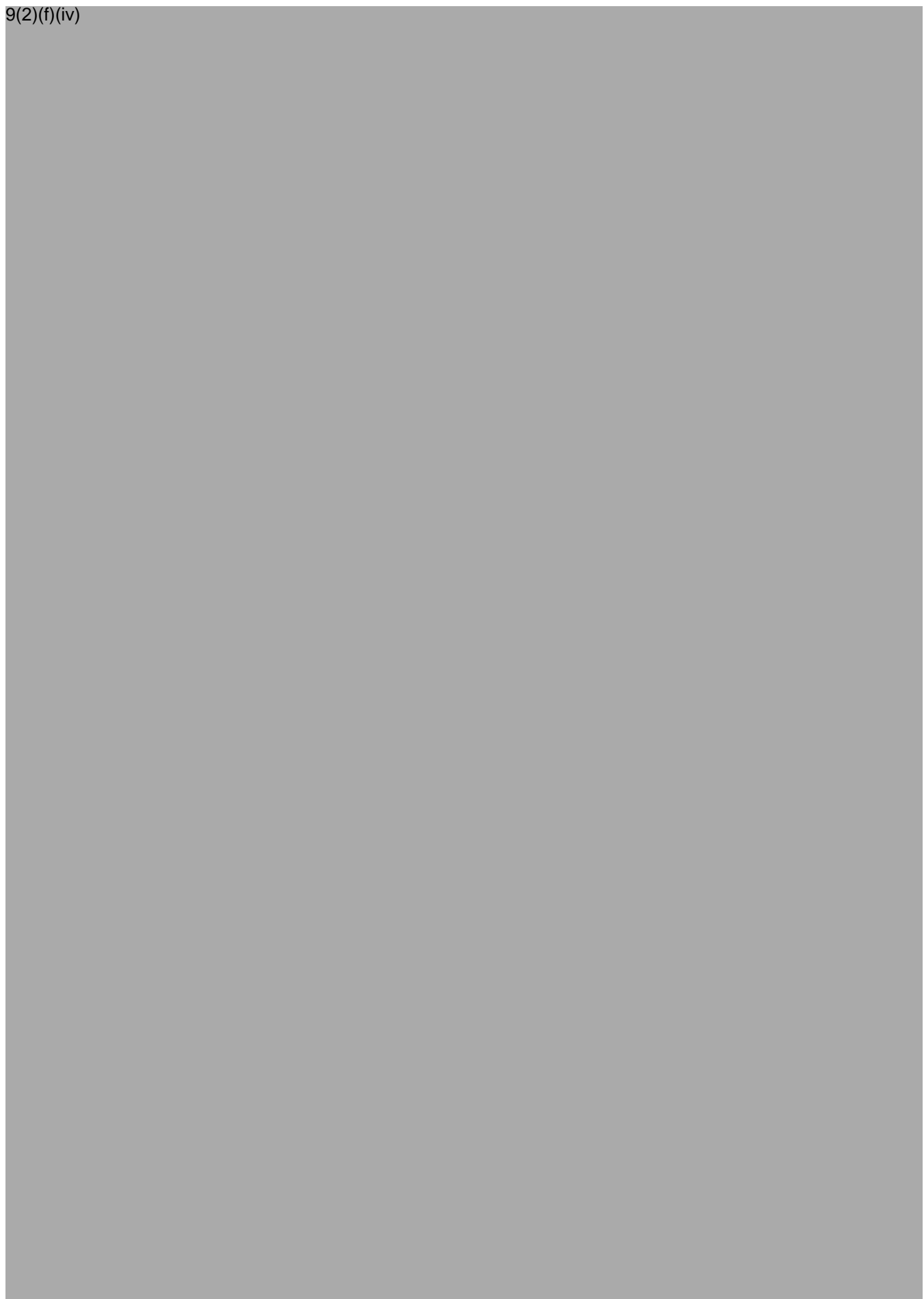9(2)(f)(iv)

9(2)(f)(iv)

Updated draft for review as at 11 August 2023

9(2)(f)(iv)

Updated draft for review as at 11 August 2023

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Updated draft for review as at 11 August 2023

Climate Change
CHIEF EXECUTIVES BOARD

COVERSHEET: Item 3

To	Climate Change Chief Executives Board
Meeting date	**17 August 2023**
Agenda item name	**Meeting administration**
Item lead	Lisa Daniell
Lead agency	CCIEB Unit
Verbal update	Yes☒ No☐ — **Supporting paper** Yes☒ No☐

Recommendations	• Approve the minutes of the two previous meetings held on 29 June 2023 and 1 August 2023 • Review the actions register • Review the indicative forward agenda

Comments	The minutes of the meeting held on 29 June are also included as these were not reviewed at the previous meeting due to time constraints. Note upcoming strategy session on 27 September.

Climate Change
CHIEF EXECUTIVES BOARD

MEETING MINUTES
Climate Change Chief Executives Board Meeting Tuesday 1 August 2023, 2.00-3.30pm Room 2.05, 8 Willis Street, Wellington / online via MS Teams

Attendees	James Palmer (Chair, MfE), Audrey Sonerson (MoT), Caralee McLiesh (Tsy), Carolyn Tremain (MBIE), Paul James (DIA), Penny Nelson (DoC), Aaron Martin (CL), Bryn Gandy (MoT delegate – first item), Tamzin Linnell (NEMA delegate), Neil Cherry (MPI delegate)
In support	Lisa Daniell, Chris Nees, Jeremy Webb, Kate Miller, Rachael Church (CCIEB Unit)
Agency attendees for relevant items	Item 4: Monique Cornish (Te Waihanga)
Apologies	Dave Gawn (NEMA), Ray Smith (MPI)

Karakia timatanga / Chair's opening comments / Board-only time

Item		Action
1	**Board-only time / context sharing** The Chair welcomed everyone to the meeting. Apologies and delegated attendees for absent members were noted.	-

2	**Engagement with Sir Jonathan Porritt, Green Futures UK and co-founder Aotearoa Circle**
	Lead: James Palmer, Sir Jonathan Porritt
	
	The Chair introduced Sir Jonathan Porritt, who provided his reflections on international and domestic climate progress.
	
	Key points:
	• Climate change is not an environmental issue. (Stating more than 90 percent of individuals in New Zealand do not realise how serious a situation we are in from a societal and economic standpoint.)
	• Climate change is seen predominantly in two ways:
	  1. a long-term existential threat to the future of humankind - scientists have advised that climate change is not linear and the idea of predictability is an illusion; climate change is a combination of extreme anomalies;
	  2. tipping points – the tipping point is dangerously close.
	• A different way to frame climate change is to view it as a short-term threat to financial stability. There has been a shift in the insurance industry over the last two years. State-based and national insurers in the USA are withdrawing insurance because the financial damage caused through severe weather events has been so high.
	• All business insurers will be affected. Close attention should be paid to this issue.
	
	[Audrey Sonerson joined the meeting at 2.23pm]
	[Bryn Gandy left the meeting at 2.23pm]
	
	There is an opportunity for the Board to utilise its role in a different way through:
	1. active stewardship of bipartisanship of climate change;
	2. being timekeepers of the climate response, noting the need for urgency and not delaying hard decisions;
	3. being synergy seekers - finding synergies across government and integrating wider considerations into climate work;
	4. building and promoting stronger climate literacy, including across government.	

	Discussion: • The four focus areas will be valuable for the Board to discuss collectively. • The more people are exposed to direct or indirect financial consequences, the more they are amenable to action being taken to avoid climate change (proximity principle). The Chair thanked Sir Jonathan Porritt for his time and the collective focus areas outlined for the Board, and noted the Board would discuss these further. **The Board:** 2.1 **Noted** the four collective focus areas for the Board outlined by Sir Jonathan Porritt, and agreed to further discussion on how these could be taken forward.	
	Adaptation priority focus updates	
3	**NAP priority focus area: Access to the right data and information to take adaptation action** **Lead:** Katherine Wilson (MfE) Item deferred to a future meeting.	Item to be added to Board forward agenda for future discussion **Lead: IEB Unit (with MfE)**

4	**NAP priority focus area: Strategic infrastructure**
	Lead: Monique Cornish (Te Waihanga)
	
	Monique Cornish provided an update on the strategic infrastructure work Te Waihanga convenes across agencies.
	
	Key points:
	• Te Waihanga's work includes social infrastructure and horizontal infrastructure and overlaps with work on flood resilient communities.
	• Positive achievements have come out of the NAP; Waka Kotahi has delivered its first adaptation plan – this was a critical action in NAP1.
	• Most infrastructure actions are progressing at a reasonable pace.
	• Further support is needed for recovery work and agencies' regular climate action work.
	• The DPMC-led programme to enhance the resilience of New Zealand's critical infrastructure is of key importance for the government's infrastructure resilience plan. NEMA's work is also very important.
	• Areas of concern include delivery pace, and the need for resource management and Affordable Water reforms.
	• Affordable Water reform is one of only two actions in the NAP that specifically address the national climate change risk assessment risk *B1*. The other action is being led by MPI and is focused on water security and availability. Intervention may need to be considered if these actions are not delivering as envisaged.
	• Tension has been observed between delivering severe weather recovery work and longer-term resilience actions.
	
	Discussion:
	• Nature-based solutions:
	   o DoC is keen to work (including with regional councils and iwi) to understand how nature-based solutions can be utilized as 'strategic infrastructure'- this may identify future costs that could be avoided through investment.
	   o The North Island severe weather events have provided some useful case studies; Kainga Ora assets have performed significantly well, although this is one example. The costs and benefits over the life of the assets are not yet well understood.
	• Delivery progress requires more urgency. And there is a need to build more resilience into recovery efforts and adaptation architecture.	

	• The Chair noted the helpful link between Te Waihanga's update and Sir Jonathan Porritt's advice on climate urgency. **The Board:** 4.1 **Noted** the update provided on the strategic infrastructure work Te Waihanga convenes across agencies. 4.2 **Noted** there will be a further opportunity for the Board to make decisions on all priority areas as part of the six-monthly report endorsement in August, and at the Board's September strategy session.	

	Mitigation priority focus update	
5	**Adaptive management approach** **Lead:** Lisa Daniell, Kate Miller (Climate IEB Unit) Lisa Daniell provided an overview of the recommended approach and outlined the following key aspects: 1. the need for a long-term pathway to 2050, providing a view of the desired end state (through ERP2 development); 2. the need for future optionality to be built using new and existing policy, or and ability to scale or revisit previous decisions/options if the context shifts. 3. the need for improved access to foresight and scanning, drawing insights from the data available across government (and private sector relationships) and using this to inform the Board on a six-monthly basis. Feedback from DCEs was integrated in the paper. Communicating that options may become more desirable and viable with other changes over time is a key emphasis, rather than over-promising results around optionality. **Discussion:** • Having pathways for the most cost-effective ways to reach net zero is valuable. • It would be helpful to consider planning and funding alignment as part of the adaptive management approach, to consider redirecting resources as needed. • Identifying what frameworks and processes might hinder adaptive management is important. • There is a need to show the link or trade-offs and get more analysis to be able to support decision-making. For example, trade-offs between direct investment initiatives and the role of price (and how choices might also impact offset purchasing). Options could be linked together to show how the same level of abatement might be achieved (including if an option or initiative is being removed). The Board's collective effort and ability to provide good advice on trade-offs to Ministers requires investment in quality analysis. • ERP2 consultation presents an opportunity to engage with the public about where economic shifts could take place, preferences, and trade-offs. • As severe weather events continue, communities need greater visibility of the investments that have prevented events from being drastic. A conversation about community engagement and communications is needed. **The Board:** 5.1 **Endorsed** the three components of best practice adaptive management: a long-term vision, building optionality, and better intelligence. 5.2 9(2)(f)(iv)	IEB Unit and MfE to work with agencies to explore feasible approaches to deliver more optionality in ERP2. **Lead: IEB Unit / MfE**

5.3	9(2)(f)(iv) ▓▓▓▓▓▓▓▓▓▓▓▓▓▓▓▓▓▓▓▓▓▓▓▓ ▓▓▓▓▓▓▓▓▓▓▓▓▓▓▓▓▓▓▓▓▓		IEB Unit, with DCEs Group and agencies, to operationalise adaptive management, including to ensure scanning and foresight methods are increasingly incorporated into reporting and advice. **Lead: IEB Unit (with agencies)**
5.4	**Endorsed** the IEB Unit, working with the DCEs Group and agencies, to operationalise adaptive management, including to ensure scanning and foresight methods are increasingly incorporated into reporting and advice.		
Any other business / meeting close			
	The Chair invited the Board to provide feedback on the revised Terms of Reference and the draft annual report. The Chair thanked the Board for their time, acknowledging those who had attended the meeting in person. The Board's next meeting is scheduled for 17 August, to discuss and endorse the Board's next six-monthly report. The meeting closed at 3.32pm.		

2023 Actions Register: Climate Change Chief Executives Board - open actions

Paper 3.2

Action #	Meeting Date	Discussion item	Minutes	Action	Responsible	Status
04-1	5/04/2023	Board strategy session	**The Board agreed** that an operating environment is needed where members can be free and frank and trusting of each other, and the Board is able to present advice directly and clearly to CRMG. 9(2)(g)(i)	9(2)(f)(iv)	CCIEB (with input from Board)	30 August Board meeting, to also be covered in BIM and strategic narrative (agenda for September Board strategy session)
04-6	5/04/2023	Board strategy session	9(2)(f)(iv)			
04-12	17/04/2023	ERP2 Early Strategic Framing				

9(2)(f)(iv)

Action #	Meeting Date	Discussion item	Minutes	Action	Responsible	Status
9(2)(f)(iv)						
05-1	31/05/2023	CCC update on release of advice on ERP2	**The Board noted** the update provided by Jo Hendy and invited the Climate Change Commission to attend future Board meetings, including once its ERP2 advice is finalised.	IEB Unit to invite CCC to further engage with the Board, including once the advice on ERP2 is finalised	IEB Unit	ED of Climate IEB has indicated this to CCC CE - with attendance at either Nov or early Dec meeting planned
05-4	31/05/2023	Adaptation	**The Board noted** that an adaptation-focused strategy session will be organised in early September, for the Board to consider its priority focus areas, inform a BIM that can also cover the Board's views on system stewardship and options for longer-term institutional arrangements across the adaptation response	IEB Unit to organise an adaptation-focused strategy session for the Board in September 2023, which will also consider the Board's longer-term focus	IEB Unit	In hand - adaptation strategy session scheduled for 27 September
05-6	31/05/2023	Board's stratgic engagements	**The Board agreed** to commission the IEB Unit to provide a summary of current information on New Zealanders' attitudes and views on climate change and identify any gaps requiring further data or research work. (Noting IEB Unit to consider and act within guidance (including PSC's) with respect to surveys on public opinion	The IEB Unit will review data on policy implementation barriers and opportunities, including gaps and options for further information	IEB Unit	In hand - stocktake underway and on agenda for 30 August
05-7	31/05/2023	Board's stratgic engagements	**The Board agreed** to the proposed engagements with NGOs, public and private sector stakeholders, Local Government, Māori, and priority industry sectors – with the addition of community members impacted by managed retreat	Key stakeholder engagements to be scheduled as part of the Board's existing meeting schedule, as well as possible webinar/engagement sessions	IEB Unit	In hand - IEB Unit is working on the Board's engagement schedule - Board meeting with Sir Jonathon Porritt August, and SBC, Aotearoa Circle and CCC planned.
06-1	29/06/2023	Context sharing - update on system arrangements	The Board **noted** that to help the Board contribute to the advice being prepared for the incoming government, MfE will provide an update at an upcoming Board meeting on work underway regarding system arrangements, challenges with current institutional arrangements, coordination and engagement (adaptation focus)	MfE to provide an update to Board on system arrangements, challenges with current institutional arrangements, coordination and engagement	MfE	Open - will be part of BIM discussion in Sept/Oct

Action #	Meeting Date	Discussion item	Minutes	Action	Responsible	Status
06-2	29/06/2023	ERP2: proposed role for the Board	The Board **noted** that a revised paper would be provided to DCEs, outlining the blueprint to get to 2050; 9(2)(f)(iv)	MfE and CCIEB Unit to provide an updated version of the paper to DCEs that includes a blueprint to get to 2050	MfE (supported by IEB Unit)	Open - on forward agenda for 25 Oct (and DCEs on 16/8)
9(2)(f)(iv)					MfE and IEB Unit	Open - will be included in ERP2 update on 25 Oct
06-5	29/06/2023	Flood resilient built environment and communities	The Board **agreed** that confirmation is needed of how much funding has been spent through various funds over the 2023 financial year, to allow an assessment of potential areas to recommend redirection or prioritisation of funding	DIA and MfE (with Tsy) to consider different funds for flood resilience utilised over past 12 months	DIA and MfE (with Tsy)	Open
06-6	29/06/2023	Direction of CCAB	The Board **noted** that the proposed approach has been developed to reduce the risks associated with short timeframes and limited engagement; and to increase the likelihood of wide support and buy-in	MfE to ensure that the issues paper provides a joined-up cross-government response and outlines a framework for adaptation.	MfE	Open
08-1	1/08/2023	Access to the right data and information to take adaptation action	Item deferred to future Board meeting	Item to be added to forward agenda for future discussion	IEB Unit (with MfE)	Open - added to forward agenda for 30 August
08-2	1/08/2023	Adaptive management approach	9(2)(f)(iv)		IEB Unit / MfE	Open
08-3	1/08/2023	Adaptive management approach	The Board **endorsed** the IEB Unit, working with the DCEs Group and agencies, to operationalise adaptive management, including to ensure scanning and foresight methods are increasingly incorporated into reporting and advice	IEB Unit, with DCEs Group and agencies, to operationalise adaptive management, including to ensure scanning and foresight methods are increasingly incorporated into reporting and advice	IEB Unit (with support from agencies)	Open

Paper 3.3

Climate IEB Unit

INDICATIVE FORWARD CALENDAR

CLIMATE CHANGE CHIEF EXECUTIVES BOARD

MEETING DATE: 30 August, 1.30-3.00pm
[Papers due to Climate IEB Unit by 4.00pm on Wednesday 23 August]

Indicative item focus	Purpose of item, and timing, specify decisions needed, and papers	Lead agency
External engagement		
Andrew Caseley – EECA outgoing CEO	Andrew to provide reflections on his term as CEO/valedictory	
Mitigation priority update		
ERP2 programme update	1. General programme update with a focus on areas of Board accountability. 2. Outline of approach to addressing lessons learnt through the development process.	MfE
Adaptation priority focus area updates		
Access to the right data and information to take adaptation action	NAP priority focus area; will be part of discussion at Board strategy session on 27 September	MFE
Emergency management report back [TBC]	NAP priority focus area; will be part of discussion at Board strategy session on 27 September	NEMA
Insights from existing surveys/research on New Zealanders and climate change	Update Board on summary of various survey data	CCIEB
AOB / Noting papers		
Public ERP1 report		
Climate IEB annual report and SOI	Board to approve final Annual Report and SOI	CCIEB

ADAPTATION-FOCUSED STRATEGY SESSION:

MEETING DATE: 27 September, 12.30-5.00pm

External facilitator: David Smol (proposed)
Suggested agenda items (TBC):
- **Align on draft of BIM (shared prior), and draft of collective narrative**
- **Scenario discussion**
- **Reflection on mitigation strategic focus: ERP1 implementation and ERP2 delivery**
- **Reflection on adaptation strategic focus (noting 5 focus area reports will have been presented to the Board), and collective ambition for adaptation in coming year. Proposed discussion items:**
  - *Where can the Board add value and influence?*
  - *Where does the Board want to engage in the coming year, and post election?*
  - *What are the key priorities the Board should take to the government post election?*

2023 General Election: Saturday 14 October

MEETING DATE: 25 October, 11.00am-12.30pm
[Papers due to Climate IEB Unit by 4.00pm on Wednesday 18 October]

Indicative item focus	Purpose of item, and timing, specify decisions needed, and papers	Lead agency
Mitigation priority updates		
9(2)(f)(iv)		
ERP2: Pathways to 2050 programme	Board to review progress to date Update to include pricing as a mechanism (refer action 06.4): The Board **noted** that an agenda item on pricing as a mechanism will be added to the Board's forward agenda in relation to ERP2	CCIEB and MfE
Long-term collective narrative and BIM	Board to agree final narrative and BIM (if not confirmed prior to this date)	CCIEB Unit
Adaptation priority focus area updates		
Noting papers		
Noting paper: CCIEB Quarterly Dashboard	Corporate health dashboard update for CCIEB Unit	CCIEB Unit

MEETING DATE: 21 November, 3.00-4.30pm
[Papers due to Climate IEB Unit by 4.00pm on Tuesday 14 November]

Indicative item focus	Purpose of item, and timing, specify decisions needed, and papers	Lead agency
External engagement		
Aotearoa Circle	*Engagement schedule for Board - to cover insights from the TNFD masterclasses with public and private sector*	
Climate Change Commission **Dr Rod Carr/Jo Hendy**	*To come back once CCC advice on ERP finalised*	
Mitigation priority updates		
ERP2 – first Ministerial report back	*To discuss the December pack for Ministers on ERP2 development to date*	MfE
[TBC] Improved 3rd M&R report structure.	*Formal approval and commissioning to agencies (if there has been significant change to the structure of the report)*	MfE
Adaptation priority focus area updates		

MEETING DATE: 5 December, 2.00-3.00pm
[Papers due to Climate IEB Unit by 4.00pm on Tuesday 28 November]

Indicative item focus	Purpose of item, and timing, specify decisions needed, and papers	Lead agency
Mitigation priority updates		
ERP2	*TBC if need to follow up from Nov meeting*	MfE
CERF	Update on Budget 24 progress	CCIEB
Adaptation priority focus area updates		
Noting papers		
Noting paper: CCIEB Quarterly Dashboard	Corporate health dashboard update for CCIEB Unit	CCIEB

MEETING DATE: TBC – to take place later in the year, in first 100 days of govt.

Indicative item focus	Purpose of item, and timing, specify decisions needed, and papers	Lead agency
Engagement session: Local Government (25 min)	Board to accept request from LGNZ representatives to meet and discuss upcoming priorities	MFE and DIA with CCIEB Unit
9(2)(f)(iv)		
Climate Business Advisory Group (25 min)	Engagement to inform ERP2 development	

External engagements to be scheduled for Board	Frequency	Status
Business Advisory Group / Sustainable Business Council	Biannual	Scheduled for 30 August
LGNZ	Annual	
Māori Climate Platform	Annual	
Adrian Orr, Reserve Bank Governor	Annual	Schedule for late 2023, early 2024
Climate Change Commission	Regular	Attended 31 May; tentatively on agenda for 21 November
Aotearoa Circle	Annual	Scheduled 21 November
International experts / thought leaders		Sir Jonathon Porritt - 1 Aug 23

Climate IEB Unit

Board's agreed long-term priority focus areas

Critical path for Cabinet papers/CRMG meetings

Mitigation-focused priorities

Priority area	DCE meeting date	Board meeting date	Cabinet paper dates	CRMG dates, if relevant
ERP2		30 August – Strategic Narrative	9(2)(f)(iv)	August TBC
ETS Review			TBC report back on consultation	August TBC
He Waka Eke Noa				
Transport mode shift			**Aug 23**: Confirmation of Electric Vehicle Charging Strategy (paper seeks Cabinet approval to release the final Electric Vehicle Charging Strategy)	August TBC
Energy Strategy			**Jul/Aug 23**: Sustainable Aviation Fuel Mandate: Approval to release for public consultation **Nov/Dec**: Energy Equipment Efficiency 3: finalizing EECA energy efficiency regulations	
Partnerships to support abatement with New Zealand's largest emitters	TBC	The C-BAG's membership will be confirmed and approved during the first week of August and offers of appointment communicated from that point (subject to COI/NDA). A first meeting with the IEB Board could be scheduled for August.		

Adaptation-focused priorities

Priority area	DCE meeting date	Board meeting date	Cabinet paper dates	CRMG dates, if relevant
Access to the right data and information to take adaptation action	16 August			
Managed retreat (and advancing the Climate Adaptation Act)	13 July			
Flood-resilient built environment and communities	21 June	29 June		
Strategic infrastructure	19 July	1 August		
Emergency response, lessons for long-term resilience (proposed priority)	31 August	30 August		