

# CONFIRMED MINUTES

## SRB #001 (29 AUG 24)

At the **SRB #002 (16 Oct 24)** on **16 Oct 2024** these minutes were **confirmed as presented**.

<b>Name:</b>	Sustainability Reporting Board
<b>Date:</b>	Thursday, 29 August 2024
<b>Time:</b>	9:00 am to 5:00 pm (NZST)
<b>Location:</b>	XRB Boardroom, Level 6, 154 Featherston Street, Wellington
<b>Committee Members:</b>	Becky Lloyd (Committee Chair), Joe Hanita, Alec Tang, Alison Howard, Carolyn Mortland, Jackie Cheyne, Mathew Nelson
<b>Attendees:</b>	Nicola van Rooijen, April Mackenzie, Dr Amelia Sharman, Jack Bisset, Lisa Kelsey, Geoff Connor, Judy Ryan, Jeremie Madamour, Conor Sutherland, Karen Tipper
<b>Notes:</b>	Carolyn Mortland (online) Mathew Nelson (online) April Mackenzie – Chief Executive (agenda items 1.0 and 2.0) Lisa Kelsey – Senior Project Manager, Sustainability Reporting (online) Geoff Connor – Climate Standards Advisor, Sustainability Reporting (agenda items 3.0 to 11.0) Conor Sutherland – Project Manager, Sustainability Reporting (online) Karen Tipper, Technical Director, Auditing and Assurance Standards (agenda item 9.0)  Observers: AASB staff, Charis Halliday (agenda item 4 and 5)

1. Welcome and Karakia
2. Private Agenda Item
3. Private Agenda Item
4. SRB Meeting Process (PUBLIC)

### 4.1 Approach to SRB meetings

The Board RECEIVED a verbal outline from Becky Lloyd as to how they should approach the SRB meetings.

## 4.2 SRB terms of reference

The Board NOTED that the draft terms of reference were currently being amended, and would require sign off by the External Reporting Board (XRB). It is expected that the final version will be tabled at the next meeting.



### 4.2.1 Finalise terms of reference

Staff will finalise the terms of reference and present them at the next SRB meeting.

**Due Date:** 16 Oct 2024  
**Owner:** Geoff Connor

## 4.3 Due process

The Board NOTED paper 4.3.

## 5. General Updates (PUBLIC)

### 5.1 International monitoring

The Board NOTED paper 5.1 and DISCUSSED the international monitoring that the Sustainability Reporting team currently carry out.



#### 5.1.1 International monitoring circulated to board

Staff to circulate the Harvard University summary articles about the SEC sustainability standards around the Board.

**Due Date:** 5 Sept 2024  
**Owner:** Geoff Connor



#### 5.1.2 International monitoring to be added to paper

Staff to add the Taskforce on Inequality and Social-related Financial Disclosures (TISFD) and sustainability and ESG frameworks and ratings such as: CDP, Dow Jones Sustainability Index (DJSI), FTSE4Good as a 'priority 3' (Awareness) to the plan for international and jurisdictional monitoring.

**Due Date:** 23 Oct 2024  
**Owner:** Lisa Kelsey

### 5.2 Documents open for comment

The Board NOTED paper 5.2.

6. Private Agenda Item

7. Private Agenda Item

8. Private Agenda Item

9. Private Agenda Item

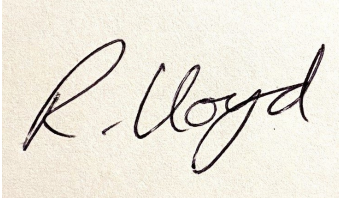
10. Private Agenda Item

## 11. Close and Karakia

The Board NOTED that the next meeting is in person in Wellington on Wednesday the 16 October 2024.

### 11.1 Next meeting

**Next meeting:** SRB #002 (16 Oct 24) - Minutes / Action Items Import - 16 Oct 2024, 9:30 am

A handwritten signature in black ink on a light-colored, textured background. The signature reads "R. Lloyd" in a cursive, flowing script.

Becky Lloyd  
29 Oct 2024