

## WAITAKI POWER TRUST

### **POLICY - Trustees' access to Network Waitaki Limited Directors, Management and Staff and access to Company premises (Part 1)**

&

### **POLICY - Relating to correspondence and meetings with Network Waitaki Limited Board and Management (Part 2)**

#### **Part 1.**

##### **Rationale**

The relationship between Waitaki Power Trust Trustees and various elements of Network Waitaki Limited and its properties is an important facet of the success of both groups. The present situation has evolved over many years. The Trustees are now desirous of formalising the relationship in order that there is certainty and support for the Trustees in the contacts with Network Waitaki Limited.

##### **Schedule of Protocols**

These protocols are listed under the general headings of relationship with and access to:

- Directors
- Management
- Staff
- Premises

##### **Directors**

In relation to the Directors, the access to them and any matters discussed with them, is entirely up to the Directors themselves. As to what topics are discussed and where or when they are discussed, the decision is theirs and Trustees will respect their right to choose what is discussed, and where and what is discussed.

##### **Management Staff Members**

In relation to access to management staff members, all requests to discuss Company business with them, are to be channelled through the Chief Executive Officer or his/her delegated nominee.

##### **Other Staff Members**

In relation to access to other staff members, all requests to discuss Company business with them are to be, also, channelled through the Chief Executive Officer or his/her delegated authority.

##### **Exception to above re Management and Staff Members**

The above does not preclude Trustees from making any inquiries that are generally available to all clients of the Company.

##### **Premises**

In relation to access the Company's various premises and offices, all requests for such access are to be, also, channelled through the Chief Executive Officer or his/her delegated nominees. This protocol does not preclude the right to access premises and offices that all consumers have and the right of access the Trustees have to attend their meetings.

#### **Part 2.**

##### **Policy relating to correspondence and meetings with Network Waitaki Limited Board and Management**

All correspondence between the Company and the Trust which is not public information, is to be marked and treated as 'Confidential' and discussed in committee at Trust meetings.

All meetings between the Trust and the Board and Chief Executive Officer will be conducted in committee and recorded in the Confidential minutes.