



2024 Annual Report GRI Index



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STATEMENT OF USE - GRI 1 : Foundation 2021.

Port Marlborough has reported the information cited in this content index for the period 1 July 2023- 30 June 2024 in accordance with the Global Reporting Initiative Standards, using GRI 1 : Foundation 2021.

The GRI Standards are the world's most widely used sustainability reporting standard.

SECTION ONE

General Disclosures

GRI 2: General Disclosures 2021

Disclosure Title	GRI No	Location / Reference / Information
Organisational Details	2-1	P48 – Company Directory
Entities included in the organisation’s sustainability reporting	2-2	Port Marlborough NZ Ltd
Reporting period, frequency and contact point	2-3	<p>Port Marlborough reports on sustainability annually along with its financial reporting. This report covers the period 1 July 2023 – 30 June 2024.</p> <p>This report was published on 30 September 2024. Questions about this report can be directed to: communications@pmnz.co.nz</p>
Restatements of information	2-4	<ul style="list-style-type: none"> • P23 – Restatement of baseline GHG (2023) • P58 – Note 25 to Financial Statements – Prior period error (liabilities classification)
External assurance	2-5	<ul style="list-style-type: none"> • P23 – (GHG) Toitū Envirocare assurance of baseline data - stated in accordance with the requirements of International Standard ISO 14064-1 Greenhouse gases – Part 1: Specification with guidance at the organisation level for quantification and reporting of greenhouse gas emissions and removals (ISO 14064-1:2018) • P44 – Independent Auditor’s Report (Deloitte) • PMNZ is a member of the Sustainability Business Council of NZ, a Global Network Partner of the World Business Council for Sustainable Development. As part of this membership, PMNZ sustainability reporting content is reviewed biennially.

Activities, value chain and other business relationships 2-6 (a) p3 – About Port Marlborough
 (b) Value Chain:
 i. P3 (About), P28 – 32 (Prosperity), p4 (Highlights)
 ii. P16 (Value Creation)
 iii. 32 (Prosperity), P16 (Value Creation)
 (c) P28 – 32 (Prosperity), p37 (Partnerships), p38 – 40 (Projects)
 (d) P38 (iReX Wind-Down), P39 (Marina Opening)

Employees 2-7 (a) P15 (Strategy Scorecard – People & Culture Metrics)
 (b)

(Headcount) – FTE Total - 102	Femal	Ma	Total
Number of employees	39	83	122
Number of permanent employees	30	64	94
Number of temporary employees (Fixed Term)	2	3	5
Number of non-guaranteed hours employees	7	16	23
Number of full-time employees	26	59	85
Number of part-time employees	13	24	37

(c-e) P21 ([FTE] People)

Workers who are not employees 2-8 (Headcount – 8) – project employees, professional services.

Governance structure and composition 2-9 P8-9 (Board of Directors)

Nomination and selection of the highest governance body 2-10 P44-45 (Corporate Governance)

Chair of the highest governance body 2-11 P8-9 (Board of Directors)

Role of the highest governance body in overseeing the management of impacts 2-12 P8, 9, 13-14 (Board of Directors, Senior Leadership Team, Risk Management)

Delegation of responsibility for impacts 2-13 P9 (Senior Leadership Team)

Role of highest governance body in sustainability reporting 2-14 P14-15 (Integrated Reporting, Materiality Matrix)

Conflicts of interest	2-15	P43-44 (Conflicts of Interest)
Communication of critical concerns	2-16	(a) P9, 43 (Senior Leadership Team, Conflicts of Interest), Protected Disclosures Policy, Speak Up Policy. (b) (nil)
Collective knowledge of the highest governance body	2-17	P8-9 (Board of Directors)
Evaluation of the performance of the highest governance body	2-18	P44- 45 (Corporate Governance Statement)
Remuneration policies	2-19	Undisclosed *
Process to determine remuneration	2-20	(a) P44 (People, Performance and Culture Committee)
Annual total compensation ratio	2-21	(a) 6.3 : 1 (b) 0.5 : 1 (c) Pay rates of all employees were included. For part-time employees, Taxable Earnings were used for the reporting period. Compensation types include ordinary time, overtime, and taxable allowances, such as bonuses, allowances, and leave. The highest-paid individual is the Chief Executive.
Statement on sustainable development strategy	2-22	P6 (Chair & Chief Executive Report), P8 (Board of Directors)
Policy commitments	2-23	(a) Port Marlborough’s Code of Conduct is approved by the Board, the highest governance authority. Other “People” policies include essential human rights policies such as Diversity, Equity, and Inclusion (DEI), Speak Up (Whistleblower), Protected Disclosures, and Values Statements (available on request) Policies go through a structured approval process, with consultation involving the Policy Focus group, comprised of employee representatives. (b) Port Marlborough’s policies commit to respecting human rights, particularly those outlined in The New Zealand Bill of Rights Act and the Employment Relations Act 2000. Internal policies including the Code of Conduct, Just and Fair Culture Policy and Diversity, Equity and Inclusion policies apply to all workers. Externally, special consideration is given to vulnerable groups through the Stakeholder Engagement Strategy, including mana whenua / tangata whenua communities and local stakeholders. (c) The Code of Conduct and related policies are available to employees via the company intranet and can be shared externally upon request. Public access to these policies is limited to certain stakeholders due to the confidential nature of some content, but

key policies, including the Speak Up and Protected Disclosures Policies, are available here: [Speak Up Policy, Protected Disclosures Policy](#)

- (d) All policy commitments, including those for human rights and responsible business conduct, are approved at the highest level—by the Board of Directors. The Senior Leadership Team oversees the strategic alignment of these policies with the company’s values and ensures they are regularly reviewed and updated to remain relevant.
- (e) Port Marlborough’s policy commitments apply across all business operations, including contractors, suppliers, and partners. The organisation ensures that these commitments are upheld in all joint ventures and third-party relationships, particularly concerning environmental, financial, and social governance practices.
- (f) The company’s policy commitments are communicated through annual training, onboarding materials, and internal communications. Partners are informed of relevant policies and commitments through contracts and partnership agreements, ensuring alignment with PMNZ ethical and operational standards.

Embedding policy commitments 2-24

- (a) The Senior Leadership Team (SLT) at Port Marlborough oversees policy implementation through regular SLT meetings, Policy Review Committee discussions, and SLT strategy and risk sessions. Policies like the Sensitive Expenditure Policy, Privacy Policy, Confidentiality Policy, Conflicts of Interest, Fraud & Corruption, and Treasury Policy are aligned with the company's strategic pillars—People, Planet, Prosperity, and Partnerships—and company values. The Procurement Policy, currently under development, will address sustainability and environmental criteria.

Processes to remediate negative impacts 2-25

[Speak Up Policy](#)

Mechanisms for seeking advice and raising concerns 2-26

[Protected Disclosures Policy](#)

Compliance with laws and regulations 2-27

There were no instances of compliance breaches or fines over the reporting period

Membership associations 2-28

P37 (Partnerships)

Approach to stakeholder engagement 2-29

P13 (Integrated Reporting), P33 (Stakeholder Engagement)

Collective bargaining agreements 2-30

P21 (Rail & Maritime Transport Union)

SECTION TWO

Material Topics

GRI 3: Material Topics 2021

Disclosure	GRI No.	Location / Reference / Information
Process to determine material topics	3-1	P14 (Material Issues 2024)
List of material topics	3-2	P14 (Material Issues 2024)
Management of material topics	3-3	P14 (Material Issues 2024)

SECTION THREE

Material Issue Disclosure References

People

Material Issue:

Relevant GRI Standard(s):

Health & Safety

GRI 403: Occupational Health and Safety 2018

Disclosure	GRI No.	Location / Reference / Information
Occupational health and safety management system	403-1	https://www.portmarlborough.co.nz/health-safety/
Hazard identification, risk assessment, and incident investigation	403-2	(a, d) P19 (Critical Risks) (b, c) https://www.portmarlborough.co.nz/health-safety/ , Speak Up Policy, Protected Disclosures Policy
Occupational health services	403-3	P17 (People, Wellbeing), P20 (Fatigue Risk Management)
Worker participation, consultation, and communication on occupational health and safety	403-4	P17 (Wellbeing), P20 (Runanga)
Worker training on occupational health and safety	403-5	P20 (Runanga, Training and Inductions)
Promotion of worker health	403-6	P17 (Wellbeing), p18 (Runanga, Training), P19 (Critical Risk Programme)
Prevention and mitigation of occupational health and safety impacts directly linked by business relationships	403-7	Undisclosed*
Workers covered by an occupational health and safety management system	403-8	https://www.portmarlborough.co.nz/health-safety/

Work-related injuries	403-9	(a,b) <ul style="list-style-type: none">i. – nilii. – niliii. P15 – (Occupational HSW Metrics)iv. Musculoskeletal Strainsv. – nil (c) P19 (Critical Risk Programme) (d) P18 (PortSafe), P19 (Critical Risk Programme) (e) P15 – (Occupational HSW Metrics) (f) Nil (g) https://www.portmarlborough.co.nz/health-safety/
Work-related ill-health	403-10	(a) – Nil (b) – Nil (c) P19 (Critical Risk Programme) (d) – Nil (e) https://www.portmarlborough.co.nz/health-safety/

Material Issue:	Relevant GRI Standard(s):
Recruitment & Retention	GRI 401: Employment 2016 GRI 402: Labor/Management Relations GRI 404: Training and Education 2016

Disclosure	GRI No.	Location / Reference / Information																											
New Employee hires and employee turnover	401-1	(a) (see disclosure 2-7 [employees])																											
		(b) <table border="1"> <thead> <tr> <th>Category</th> <th>Age Group</th> <th>Male</th> <th>Female</th> </tr> </thead> <tbody> <tr> <td>New Hires</td> <td>< 30</td> <td>6</td> <td>9</td> </tr> <tr> <td></td> <td>31 – 50</td> <td>10</td> <td>7</td> </tr> <tr> <td></td> <td>< 51</td> <td>14</td> <td>4</td> </tr> <tr> <td>Exited Staff</td> <td>< 29</td> <td>5</td> <td>4</td> </tr> <tr> <td></td> <td>30 – 49</td> <td>5</td> <td>0</td> </tr> <tr> <td></td> <td>< 50</td> <td>9</td> <td>5</td> </tr> </tbody> </table>	Category	Age Group	Male	Female	New Hires	< 30	6	9		31 – 50	10	7		< 51	14	4	Exited Staff	< 29	5	4		30 – 49	5	0		< 50	9
Category	Age Group	Male	Female																										
New Hires	< 30	6	9																										
	31 – 50	10	7																										
	< 51	14	4																										
Exited Staff	< 29	5	4																										
	30 – 49	5	0																										
	< 50	9	5																										
Benefits provided to full-time employees that are not provided to temporary or part-time employees	401-2	i. n/a ii. All staff iii. n/a iv. All staff v. n/a vi. n/a vii. n/a																											
Parental leave	401-3	(a) (see disclosure 2-7 [employees]) (b) 0 (c) 1-Female (d) 0 (e) 100%																											
Minimum notice periods regarding operational changes	402-1	(a) Variable* (b) Yes - Terms specified in clause 3a of CEA – P21-RMTU																											
Average hours of training per year per employee	404-1	Undisclosed*																											
Programs for upgrading employee skills and transaction assistance programs	404-2	Undisclosed*																											
Percentage of employees receiving regular performance and career development reviews	404-3	Undisclosed* 2025FY – Performance Development Framework introduced.																											

Material Issue:	Relevant GRI Standard(s)
Workplace Culture	GRI 405: Diversity and Equal Opportunity GRI 406: Non-Discrimination 2016

Disclosure	GRI No.	Location / Reference / Information
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Diversity of governance bodies and employees

405-1

(a) Directors:

Age Group	Male	Female
< 30	0	0
31 – 50	0	0
> 51	67%	33%

(b) Employees

Employee Category	Age Group	Male	Female
Senior Management	< 30	0%	0%
	31 – 50	3%	2%
	> 51	1%	0%
Middle Management	< 30	1%	1%
	31 – 50	6%	1%
	> 51	6%	0%
Administrative	< 30	2%	2%
	31 – 50	2%	6%
	> 51	0%	8%
Production	< 30	2%	3%
	31 – 50	13%	5%
	> 51	32%	6%

Ratio of basic salary and remuneration of women to men (W:M)

405-2

(a)

Employee Category	Ratio
Senior Management	1 : 2.3
Middle Management	1 : 7.9
Administrative	1 : 0.3
Production	1 : 4.6

(b) Singular location.

Incidents of discrimination and corrective actions taken

406-1

Nil

Material Issue:	Relevant GRI Standard(s)
Climate Action	GRI 302: Energy 2016 GRI 303: Water and Effluents 2018 GRI 305: Emissions 2016 GRI 306: Waste 2020

Disclosure	GRI No.	Location / Reference / Information
Energy consumption within the organization	302-1	P15 (Strategy scorecard – Energy Consumption)
Energy consumption outside of the organization	302-2	P23 Energy consumption
Water withdrawal	303-3	P15 (Strategy scorecard – Water usage)
Direct (scope 1) GHG emissions	305-1	P15 (Strategy scorecard – Greenhouse Gas Emissions)
Energy indirect (scope 2) GHG emissions	305-2	P15 (Strategy scorecard – Greenhouse Gas Emissions)
Reduction of GHG emissions	305-5	P15 (Strategy scorecard – Greenhouse Gas Emissions)
Waste generated	306-3	P15 (Strategy scorecard – Waste)
Waste diverted from disposal	306-4	P15 (Strategy scorecard – Waste)
Waste directed to disposal	306-5	P15 (Strategy scorecard – Waste)

Prosperity

Material Issue: Relevant GRI Standard(s)

Good Governance & Risk Management GRI 2: General Disclosures 2021

Refer to Section One of this index, and P12 (Risk Management)

Material Issue: Relevant GRI Standard(s)

Effective Financial Performance GRI 201: Economic Performance 2016

Disclosure	GRI No.	Location / Reference / Information
Direct economic value generated and distributed	201-1	P15 (Strategy Scorecard – Economic Value Created) P42-58 (Financial Statements)
Financial implications and other risks and opportunities due to climate change	201-2	P12 (Risk Management) P14 (Material Issues)
Defined benefit plan obligations and other retirement plans	201-3	Undisclosed*
Financial assistance received from government	201-4	N/A

Material Issue: Relevant GRI Standard(s)

Regional Growth GRI 203: Indirect Economic Impacts 2016

Disclosure	GRI No.	Location / Reference / Information
Infrastructure investments and services supported	203-1	P3 (About Port Marlborough) P7 (Port Trade) P16 (Value Creation) P28 (Prosperity) P32 (Overall) P42-58 (Financial Statements)
Significant indirect economic impacts	203-2	Undisclosed*

Material Issue: Relevant GRI Standard(s)

Infrastructure Delivery & Asset Management GRI 203: Indirect Economic Impacts 2016

Disclosure	GRI No.	Location / Reference / Information
Infrastructure investments and services supported	203-1	P3 (About Port Marlborough) P7 (Port Trade) P16 (Value Creation) P28 (Prosperity) P32 (Overall) P42-58 (Financial Statements)
Significant indirect economic impacts	203-2	Undisclosed*

Partnerships

Material Issue:	Relevant GRI Standard(s)
Customer Focus	GRI 2: General Disclosures 2021 GRI 201: Economic Performance 2016 GRI 413: Local Communities 2016

Refer to previous and following sections

Material Issue:	Relevant GRI Standard(s)
Community Amenity	GRI 413: Local Communities 2016

Disclosure	GRI No.	Location / Reference / Information
Operations with local community engagement, impact assessments, and development programs	413-1	(a) P33 (Stakeholder Engagement) <ul style="list-style-type: none"> i. Undisclosed** ii. P25 (Biodiversity & Restoration) iii. P15 (Strategy Scorecard – Planet) iv. P33 (Partnerships), P34-35 (Sponsorships), P36 (Iwi Partnerships) v. P33 (Stakeholder Engagement) vi. Worker engagement groups include: RMTU, HSW Runanga, Policy Focus Group. vii. Undisclosed*
Operations with significant actual and potential negative impacts on local communities	413-2	N/A

*Information unavailable – timeframe for disclosure is within the following reporting period

** Information unavailable.