



# Safety and Sustainability Committee Charter

1 July 2021

## 1. Purpose of the Committee

The role of the Safety and Sustainability Committee is to assist the Board to fulfil its responsibilities in relation to:

- a) health, safety and wellbeing policy and strategy;
- b) Contact's approach to its health and safety systems and monitoring performance, trends and recovery; and
- c) environment, social and governance policy and strategy.

## 2. Responsibilities

The responsibilities of the Safety and Sustainability Committee are:

### Health, Safety and Wellbeing

- Overseeing Contact's health, safety and wellbeing policy.
- Reviewing and recommending to the Board targets for health, safety, and wellbeing performance, and assessing performance against those targets.
- Reviewing and recommending for Board approval strategies for achieving health, safety, and wellbeing objectives.
- Overseeing implementation of health, safety, and wellbeing strategies.
- Regularly monitor and review the Business Assurance work plan, regular reports from Business Assurance and management responses in relation to health, safety, and wellbeing.

### Health and Safety Systems

- Overseeing Contact's health and safety management system, including regularly reviewing the system and its fitness for purpose, and ensuring that it is reflective of legislative requirements and other industry trends.
- Monitoring the effectiveness of the health, safety, and wellbeing management system.
- Overseeing the allocation of resources to deliver against the health, safety, and wellbeing management system.
- Specifying clear requirements for regular reporting and review of health, safety, and wellbeing performance results, and assessing performance against agreed targets.
- Reviewing serious incidents/near misses and audit results, evaluating responses and being satisfied with the adequacy of management actions.

### Environment, Social and Governance

- Overseeing Contact's environment and sustainability policies.
- Reviewing and recommending for Board targets for environmental, social and governance performance and assessing performance against those targets.

- Overseeing implementation of the sustainability strategy.
- Regularly monitor and review the Business Assurance work plan, regular reports from Business Assurance and management responses in relation to environment and sustainability.

#### **Other Responsibilities**

- Attending to any other matter put to the Safety and Sustainability Committee from time to time.

### **3. Composition**

- The Safety and Sustainability Committee shall have at least three members and a majority of independent directors.
- The chair and members of the Committee are to be appointed by the Board.
- The Chair of the Board may be the Chair of the Committee.
- The term of each member will be determined by the Board through annual review.

### **4. Meetings**

- The Safety and Sustainability Committee shall meet at least three times a year, and as required to undertake its role effectively.
- A quorum shall comprise two members.
- Meetings will be attended by the Chief Executive, Chief Generation Officer, Chief People Officer, Chief Corporate Affairs Officer and General Counsel, and other members of management, external advisors or third parties as appropriate, at the discretion and invitation of the Safety and Sustainability Committee.
- The Chief Generation Officer acts as secretary of the Safety and Sustainability Committee and attends all meetings of the Committee as required. This role is accountable to the Safety and Sustainability Committee through the Safety and Sustainability Chair on all corporate governance matters and all matters to do with the proper functioning of the Safety and Sustainability Committee.
- The Safety and Sustainability Committee Chair will provide an update to the Board following each meeting of the Safety and Sustainability Committee at the next Board meeting following the Safety and Sustainability Committee meeting.

### **5. Access to Independent Advice and Resources**

- The Committee, and any individual Committee member may, with the approval of the Chair, obtain external independent legal or other professional advice at Contact's expense where the Committee or director considers it necessary to carry out its or his or her functions.
- The Committee has direct access to any resources and information of the company as it may reasonably require.

### **6. Conflicts of Interest**

- Committee members will be invited to disclose conflicts of interest at the start of each meeting. Where members of invitees are deemed to have a real or perceived conflict of interest, they will be excused from committee discussions about the issue where the conflict exists.

## 7. Approval and Review

- The Safety and Sustainability Committee charter shall be approved by the full Board. The Safety and Sustainability Committee shall regularly review the charter to ensure its relevance and the effectiveness of the Safety and Sustainability Committee and make recommendations for any amendments to the Board.
- The performance of the Safety and Sustainability Committee against this charter will be reviewed every two years.
- To the extent of any inconsistency between this Charter and the Constitution, the Constitution will prevail.