



Community Investment Program Policy

Brief description

As a GOC, GPC is committed to transparency, consistency and probity in its partnerships, sponsorship, grants and donations. This Policy has been developed to provide guidance on the overarching principles which inform GPC's Community Investment Program.

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Document accountability

Role	Position
Owner	Board
Custodian	CEO

Endorsed by Board on 15/12/2023

If you require any further information, please contact the Custodian.

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The current version of this Policy is available on GPC's Intranet.

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1 Terms and definitions

Terms that are capitalised and not otherwise defined in this Policy are defined in the GPC Corporate Glossary Instruction (as listed in Appendix 1 – Related documents).

2 Introduction

2.1 Purpose

GPC is a significant investor of both monetary and in-kind support in the local port communities of Gladstone, Rockhampton and Bundaberg. As a GOC, it is important that GPC manages its community investments in a responsible manner, ensuring that any investment aligns with GPC's values and corporate objectives, is measurable and beneficial and genuinely enhances the communities in which GPC operates.

This Policy sets out the overarching principles and commitments which guide GPC's Community Investment Program. Upholding these principles and commitments will ensure that GPC's Community Investment Program operates in a transparent and consistent manner.

2.2 Scope

This Policy applies to all GPC Representatives that may be involved in GPC's Community Investment Program, and in particular the Corporate Relations team that will manage many opportunities and requests in conjunction with the Community Investment Program (CIP) Panel comprised of Executive Leadership Team (ELT) members or their delegates.

2.3 Objectives

This Policy is designed to ensure that the Community Investment Program is implemented in a manner that achieves GPC's commitments (which are set out below) and provides mutual benefit to GPC and the local communities in which it operates.

3 Commitments

GPC's Community Investment Program aims to support and enhance the port communities in which it operates in an economically, environmentally and socially sustainable manner. GPC commits to:

- (a) making a real and positive contribution to the regional communities in which it operates;
- (b) aligning investments with GPC's values, strategic priorities and GPC's tagline of growth, prosperity and community;
- (c) establishing strong foundations for the Community Investment Program that create opportunities for Stakeholder engagement beyond GPC's port communities and reinforces GPC's vision to be a world leading multi-commodity ports corporation;
- (d) reporting on investment made via the Community Investment Program;
- (e) ensuring that transparency and clear governance processes form the basis of GPC's Community Investment Program, so that a balanced and considered approach is consistently applied; and

- (f) ensuring that the Community Investment Program complies with regulatory requirements and the requirements set out in GPC's Governance Documents (including but not limited to the Fraud and Corruption Policy, Conflict of Interest Policy, Delegations of Authority Policy and Code of Conduct Procedure).

3.1 Structure of Community Investment Program

GPC's Community Investment Program will comprise four categories and GPC will implement the above commitments in all aspects of its Community Investment Program.

- (a) **Profile partner:** which focusses on one high profile strategic national or state level partnership from time-to-time;
- (b) **Community and strategic partnerships:** which recognises a number of higher level partnerships that already exist or GPC may look to be implement in the future. Community and strategic partnerships provides the opportunity for GPC to create partnerships with organisations that are committed to delivering large scale events, programs or initiatives that align with strategic corporate or business objectives that will provide a longer-term, positive contribution to the relevant communities;
- (c) **Grants and donations:** which will comprise donations and grants to local community groups and organisations (e.g. not-for-profits and charities). Grants and donations are provided via GPC's structured funding round/s with applications reviewed through a governed process as outlined in the Community Investment Program Standard.

Community support: in addition to the above categories, GPC's Community Investment Program comprises monetary and in-kind investments of time, education and resources in the local community such as port tours, school engagement and GPC's provision and maintenance of community infrastructure such as the GPC Marina Parklands, Spinnaker Park and East Shores Parkland.

4 Implementation framework

To support and demonstrate these policy commitments, GPC has:

- (a) implemented the Community Investment Program Standard and associated supporting documents to ensure that the guiding principles and commitments set out in this Policy are actively implemented in the Community Investment Program; and
- (b) undertaken a re-branding exercise to ensure that the port communities in which GPC operates are aware of GPC's Community Investment Program and the benefits of partnering with GPC.

5 Monitoring and review

Conformance to this Policy will be monitored through a biennial internal audit process to measure success. Success may involve monitoring against the acquittal process and branding/marketing opportunities that arise as a result of the funding or in-kind support. Please refer to the Community Investment Program Standard for further information.

This Policy will be reviewed every two years or as other circumstances may require (e.g. to implement recommendations of the annual internal audit), as determined by the CEO in consultation with the Executive General Manager Safety & ESG.

6 Appendices

6.1 Appendix 1 – Related documents

(a) **Legislation and regulation**

Type	Legislation/regulation/guidelines
Federal Acts	N/A
State Acts	N/A
Other	Queensland Government Owned Corporations – Sponsorship, Advertising, Donations, Corporate Entertainment and Hospitality Guidelines, July 2020, Queensland Treasury.

(b) **Gladstone Ports Corporation documents**

The following documents relate to this Policy:

Type	Document number and title
Tier 1: Policy	#174070 Conflict of Interest Policy #1603663 Fraud and Corruption Policy #1517213 Delegations of Authority Policy
Tier 2: Standard/Strategy	#1666158 Community Investment Program Standard #1514428 Code of Conduct Standard
Tier 3: Specification/ Procedure/Plan	#1668203 Code of Conduct Procedure
Tier 4: Instruction/Form/ Template/Checklist	#1621179 Corporate Glossary Instruction
Other	N/A

6.2 Appendix 2 – Revision history

Revision date	Revision description	Author	Endorsed by	Approved by
19/11/20	v1 Approved	Rowen Winsor, People Community and	Craig Walker, Acting Chief	Board

Revision date	Revision description	Author	Endorsed by	Approved by
		Sustainability General Manager	Executive Officer	
01/12/2023	V2 updates	Richard Haward, Executive General Manager Safety & ESG	Craig Haymes, Chief Executive Officer	Board