APPENDIX A INFORMATION DISCLOSURES FOR RELATED PARTY TRANSACTIONS

FOR THE YEAR ENDED 31 MARCH 2024

Pursuant the Electricity Distribution Information Disclosure Determination 2012



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1. INTRODUCTION

This disclosure has been prepared to meet the 2024 Related Party Transaction disclosure requirements, in accordance with the Electricity Distribution Information Disclosure Determination 2012 (ID Determination).

The information is provided in reference to, and in support of, Schedule 5b - Related Party Transactions as disclosed in the Information Disclosure Schedules for the disclosure year ended 31 March 2024.

The ID Determination requires Alpine Energy Limited (AEL or we) to publicly disclose the following information:

DESCRIPTION	ID REFERENCE
Diagram or description of related party transactions	2.3.8
Report on related party transactions	Schedule 5b
Summary of procurement policy for procurement from related parties	2.3.10
How the policy is applied in practice	2.3.12(1)
Representative transactions	2.3.12(3) & (5)
Testing of arms-length transactions	2.3.12(4)
Policies or procedures that require or have the effect of requiring purchase	2.3.12(2)
Map and description of anticipated network expenditure and network constraints	2.3.13 - 2.3.16
Full procurement policy (only required to be disclosed to the Commerce Commission and not included in this document)	2.3.11

2. RELATED PARTIES

In accordance with clauses 2.3.8(1) and (2) of the ID Determination, Table 1 below summarises the relationship between AEL and the related parties with which we had related party transactions (as defined in the Electricity Distribution Services Input Methodologies Determination 2012 (IM Determination)) during the disclosure year. Table 1 also summarises the principal activities of the related parties and the total annual expenditure incurred.

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AEL does have other subsidiaries and joint venture relationships which are not included in Table 1 below. AEL did not procure or sell any assets or goods and services from or to these related parties for the supply of electricity distribution services. For a full list of all related parties, refer to AEL's Annual Report for the year ended 31 March 2024, as publicly disclosed on AEL's website.¹

Related Party	Relationship	Annual expenditure \$'000	Principal Activities of the Related Party
Timaru District Council (TDC)	Shareholder - 47.5% ownership (through a 100% ownership in Timaru District Holdings Limited).	\$77	TDC is the territorial authority for the Timaru District area in accordance with the Local Government Act 2002. TDC provides infrastructure and regulatory services, community facilities and promotes the social, cultural, economic, and environmental wellbeing of the Timaru District community.
Waimate District Council (WDC)	Shareholder - 7.54% ownership	\$31	WDC is the territorial authority for the Waimate District area in accordance with the Local Government Act 2002. WDC provides infrastructure and regulatory services, community facilities and promotes the social, cultural, economic, and environmental wellbeing of the Waimate District community.
Mackenzie District Council (MDC)	Shareholder - 4.96% ownership	\$49	MDC is the territorial authority for the Mackenzie District area in accordance with the Local Government Act 2002. MDC provides infrastructure and regulatory services, community facilities and promotes the social, cultural, economic, and environmental wellbeing of the Mackenzie District community.
AEL Field Services (previously NETcon Ltd)	Subsidiary - 100% ownership	\$20,178	AEL Field Services constructs and maintains substations, overhead and underground lines, associated equipment, and vegetation management services across South Canterbury and for a part of the year, also in Nelson.
Alpine Directors	Alpine Directors	\$408	Director services to AEL.

Table 1 - Related party relationships and principal activities of the related parties

In October 2023, AEL and NETcon Limited (NCL) amalgamated, resulting in the integration of NCL's procurement process into AEL Field Services. This means all procurement is now handled internally by AEL Field Services. Despite this change, there has been no alteration to the costing

 $^{{}^{1}}https://www.alpineenergy.co.nz/corporate/reports-and-publications/annual-reports\\$

process. NCL therefore became a "part" of AEL and meets the definition of a related party. The processes and procedures of quoting and "intercompany" invoicing remained unchanged until the end of March 2024. Therefore, AEL Field Services are deemed a part for related party disclosure purposes (part (b) of the definition). For purpose of the remainder of this document, NCL will be referred to as AEL Field Services.

3. SUMMARY OF PROCUREMENT POLICY

In accordance with clause 2.3.10(1) of the ID Determination, AEL publicly discloses a summary of the current Procurement Policy in respect of the procurement of assets or goods or services from related parties. AEL does not distinguish between external contractors and related parties in applying our procurement policy, however, a Master Services Agreement was in place with NETcon during 2024.

Principles Underpinning the Procurement Policy

Alpine Energy's Procurement Policy was adopted in November 2019 (and reviewed during 2021) to establish a framework for AEL's procurement. The current Procurement Policy outlines the principles to be followed when procuring goods and services for AEL. These principles are summarised below.

Advancement of AEL Strategic Objective

Putting our network and consumers first when securing value for money. Through procurement, we contribute to the achievement of Alpine's strategic objectives with the vision of empowering our community.

Integrity, Probity & Accountability

We undertake our procurement with integrity, ensuring probity and accountability for our outcomes. We respect the trust placed in us by the community.

Working Together to Achieve Outcomes

We take a collaborative approach to planning and managing categories of expenditure. We work together across our business units to improve procurement outcomes.

Value for Money

We drive value for money in our procurement. We do this through sustainable procurement behaviour focusing on our environment and community. We use our procurement to advance our region's economic, environmental, and social objectives, supporting the long-term well-being of our community.

Master Service Agreement with AEL Field Services

Where AEL procures from AEL Field Services, it is based on the terms in the Master Service Agreement (MSA) dated 1 October 2020 (effective 1 October 2020).

In broad terms, the MSA includes provisions that specify the parties' obligations:

- Nothing in the agreement prevents AEL from purchasing from any third party, or from using its resources to provide services of any kind, including any services which are the same or like the services; and
- Neither does the agreement restrict AEL Field Services from supplying nor offering to supply any services of any kind, including services that are the same as or similar to the services, to any other person.

The objectives of entering into an agreement are to ensure that the services are provided in a way that:

- Is safe, for all AEL personnel, all AEL Field Services personnel, all users of the network and all members of the public;
- Supports the efficient delivery of reliable services by AEL to users of the network;
- Provides a fair and competitive price to AEL, for the services provided, and a fair return to AEL Field Services on its investment in providing the services; and
- Compliance with all relevant regulatory requirements.

In accordance with the Procurement Policy and the MSA, AEL continues to use AEL Field Services as the main contractor for the construction and maintenance services to most of our network, including all fault response. These services are based on independent industry-verified rate cards to ensure efficient expenditure. Where rate cards are not possible for complex and varied work scopes, AEL will go to the market to obtain the most cost-effective solution, through open market tender.

As a consequence of the amalgamation with AEL Field Services, the MSA has ceased.



4. APPLICATION OF PROCUREMENT POLICY

In accordance with clause 2.3.12 (1) of the ID Determination, AEL publicly discloses a description of how the Procurement Policy is applied in practice to the procurement of assets or goods or services from related parties.

In practice, the Procurement Policy is applied differently between expenditure categories, as outlined in Table 2 below:

EXPENDITURE	PRACTICAL APPLICATION OF PROCUREMENT POLICY						
CATEGORY							
CAPITAL EXPEND	ITURE (CAPEX)						
CONSUMER	Considering the principles of procurement, contracts will be awarded to AEL Field Services (or another contractor) when:						
CONNECTIONS	Two quotes are sought from contractors						
	A project manager evaluates the quotes						
	The quotes are disclosed to the customer to select their contractor of choice						
SYSTEM	Considering the principles of procurement, contracts will be awarded to AEL Field Services (or another contractor), and be						
GROWTH &	subject to the provisions in the MSA, or market tender:						
ASSET	A quote is requested from AEL Field Services; or						
RELOCATION /	 Two quotes are sought from contractors; and AEL will review the quotes for reasonability 						
ASSET							
REPLACEMENT &							
RENEWAL /							
OTHER							
RELIABILITY, SAFETY &							
ENVIRONMENT							
ENVIRONMENT							

EXPENDITURE CATEGORY	PRACTICAL APPLICATION OF PROCUREMENT POLICY					
OPERATIONAL EX	PENDITURE (OPEX)					
ASSET	Considering the principles of procurement, contracts will be awarded to AEL Field Services (or another contractor), and be					
REPLACEMENT &	subject to the provisions in the MSA, or market tender:					
RENEWAL	A quote is requested from AEL Field Services; or					
	Two quotes are sought from contractors; and					
	AEL will review the quotes for reasonability					
ROUTINE &	Considering the principles of procurement, contracts will be awarded to AEL Field Services (or another contractor), and be					
CORRECTIVE	subject to the provisions in the MSA:					
MAINTENANCE	An invoice is received from AEL Field Services (or another contractor)					
& INSPECTION	AEL will review the invoices for reasonability					
SERVICE	This is awarded to AEL Field Services or another contractor, considering the principles of procurement, and is subject to the					
INTERRUPTIONS	provisions in the MSA:					
& EMERGENCIES	AEL Field Services (or another contractor) will issue AEL with an invoice monthly on a time and materials basis					
	AEL Field Services (or another contractor) will issue AEL with an invoice after the emergency works are complete					
	AEL will review the invoice for reasonability					
SYSTEM	This is awarded to AEL Field Services, considering the principles of procurement, and is subject to the provisions in the MSA.					
OPERATIONS &						
NETWORK						
SUPPORT						

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EXPENDITURE
CATEGORY

PRACTICAL APPLICATION OF PROCUREMENT POLICY

OPERATIONAL EXPENDITURE (OPEX)

VEGETATION MANAGEMENT

Our current Vegetation Management Policy states that any network-approved arborist or tree trimmer can carry out vegetation management on our network. AEL bears the cost of the "first cut" or trim work, while the tree owner bears the cost of the second and subsequent vegetation management. The tree owner is required to undertake tree trimming work to protect the network and is free to choose from a preferred contractor list of which AEL Field Services is one of several parties on the list.

Vegetation Surveying and First Cut

Considering the principles of procurement, contracts will be awarded to AEL Field Services (or another contractor), and be subject to the provisions in the MSA:

- Send a "first-cut" trim notice
- Receive approval from landowner
- Request a quote
- AEL will review the quote for reasonability

Subsequent Trim Notices

Subsequent trim notices are in general sent out after vegetation has had a first trim. A trim notice is sent to the tree owner, to be returned with their selected network-approved contractor and provide a date that the work may be completed. The tree owner liaises with the contractor directly and is billed accordingly.

Table 2: Practical Application of the Procurement Policy



5. REPRESENTATIVE EXAMPLE TRANSACTIONS

In accordance with clauses 2.3.12(3) - (5) of the ID Determination, AEL publicly discloses separate representative example transactions in each expenditure category to evidence how the current Procurement Policy is applied in practice and to disclose how and when AEL last tested the arm's length terms of those transactions, as summarised in Table 3 below.

EXPENDITURE CATEGORY	DETAILS OF REPRESENTAT	MOST RECENT EXAMPLE OF MARKET TESTING		
CAPITAL EXPEND	DITURE (CAPEX)			
CONSUMER	Work order	A00011278	Two quotes were received and	
CONNECTION	DESCRIPTION OF WORK	Ritchie/Dawson Street, Timaru	reviewed for each project in this	
	PROJECT EXPENDITURE	\$25,079.75	category, which AEL uses for	
	PRACTICAL APPLICATION OF PROCUREMENT POLICY	 Quotes were received from two contractors: AEL Field Services: \$11,593.00 Contractor A: \$21,590.00 The quotes were reviewed by the project manager and submitted to the customer The customer accepted the quote from AEL Field Services totalling \$26,286.70 (which includes additional costs from AEL i.e. materials, design, drawing, and switching) 	benchmarking of each project.	
SYSTEM	WORK ORDER	A00013143	Engaged an independent industry	
GROWTH &	DESCRIPTION OF WORK	Hilton Highway - 11kV cable installation	expert during 2022 to review and	
ASSET	PROJECT EXPENDITURE \$3	\$35,539.33	benchmark the labour costing	
RELOCATIONS	PRACTICAL APPLICATION OF PROCUREMENT POLICY	 Quote received from AEL Field Services: AEL Field Services: \$30,580.83 Quote was reviewed by the project manager Quote agreed with AEL Field Services. Project expenditure includes additional costs from AEL i.e. materials, design, drawings, and switching 	rates, which makes up the majority of the AEL Field Services quotes.	

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EXPENDITURE CATEGORY	DETAILS OF REPRESENTAT		MOST RECENT EXAMPLE OF MARKET TESTING	
ASSET	WORK ORDER	A00011787	Two quotes were received and	
REPLACEMENT	DESCRIPTION OF WORK	B1236 Timaru RMU Replacement	reviewed for each project in this	
AND RENEWAL	PROJECT EXPENDITURE	\$ 121,187.80	category, which AEL uses for benchmarking of each project.	
	PRACTICAL APPLICATION OF PROCUREMENT POLICY	 Quotes were received from two contractors: AEL Field Services: \$66,554.30 Contractor A: \$86,050.00 Quotes were reviewed by the project manager Quotes agreed with AEL Field Services Project expenditure includes additional costs from AEL i.e. materials, design, drawings, and switching 	benchmarking of each project.	
OTHER	WORK ORDER	A00010644	Engaged an independent industry	
RELIABILITY,	DESCRIPTION OF WORK	White Rd, New Load Break Switch	expert during 2022 to review and	
SAFETY AND	PROJECT EXPENDITURE	\$59,723.39	benchmark the labour costing	
ENVIRONMENT	PRACTICAL APPLICATION OF PROCUREMENT POLICY	 Quote received from AEL Field Services: AEL Field Services: \$46,363 Quote was reviewed by the project manager Quotes agreed with AEL Field Services Project expenditure includes additional costs from AEL i.e. materials, design, drawings, and switching 	rates, which makes up the majority of the AEL Field Services quotes. A quote was requested and priced using Appendix 4, as per NZS3910:2013.	
OPERATIONAL E	XPENDITURE (OPEX)			
ASSET	WORK ORDER	A00014211	Engaged an independent industry	
REPLACEMENT	DESCRIPTION OF WORK	Haymans Road - 11kV Line down	expert during 2022 to review and	
AND RENEWAL	PROJECT EXPENDITURE	\$ 3,049.99	benchmark the labour costing	
	PRACTICAL APPLICATION OF PROCUREMENT POLICY	 Work was issued to AEL Field Services on a time and material basis Invoice received and assessed for reasonability by the project manager against a rate card unit price 	rates, which makes up the majori of the AEL Field Services quotes. Based on the review, the rates fa within the expected market rate for each trade group.	



EXPENDITURE CATEGORY	DETAILS OF REPRESENTA	MOST RECENT EXAMPLE OF MARKET TESTING		
VEGETATION MANAGEMENT	WORK ORDER DESCRIPTION OF WORK PROJECT EXPENDITURE PRACTICAL APPLICATION OF PROCUREMENT POLICY	Vegetation management - Survey of PAR 7 Holme Station to 109 Cairds Road \$1,870.25 • Work was issued to AEL Field Services on a time and material basis • Invoice received and assessed for reasonability by the project manager against a rate card unit price	Management assessment of pricing between AEL Field Services and our other contractors is monitored continuously and used to benchmark prices charged by AEL Field Services. As we use four contractors, we are naturally benchmarking but we have also evaluated the hourly rate we are charged by our other contractors versus the hourly rate we are charged by AEL Field Services, which AEL uses for benchmarking each project.	
ROUTINE AND CORRECTIVE MAINTENANCE	WORK ORDER DESCRIPTION OF WORK	A00014261 Pole Inspections - Pleasant Point to Cave	Engaged an independent industry expert during 2022 to review the labour costing rates, which makes	
AND INSPECTION	PROJECT EXPENDITURE PRACTICAL APPLICATION OF PROCUREMENT POLICY	 \$23,214.00 Work was issued to AEL Field Services based on pole condition contract Invoice: \$23,004.00 Invoice received and assessed for reasonability by the project manager against a pole condition unit price 	up the majority of the AEL Field Services quotes. Based on the review, the rates fall within the expected market rate for each standard routine and corrective maintenance job.	
SERVICE INTERRUPTIONS AND EMERGENCY	WORK ORDER DESCRIPTION OF WORK PROJECT EXPENDITURE PRACTICAL APPLICATION OF PROCUREMENT POLICY	A00013821 Cable Fault at Distribution Box DB4212 - Princes Street, Fairlie \$3,316.45 • Work was issued to AEL Field Services on a time and material basis	Engaged an independent industry expert in 2022 to review the labour costing rates, which makes up the majority of the AEL Field Services quote.	



EXPENDITURE	DETAILS OF REPRESENTAT	MOST RECENT EXAMPLE OF MARKET	
CATEGORY		Invoice received and assessed for reasonability by the project manager against a rate card unit price	TESTING Based on the review, the rates fall within the expected market rate for each trade group.

Table 3: Representative examples of the practical application of the Procurement Policy and most recent market testing

6. POLICIES OR PROCEDURES REQUIRING PURCHASE

In accordance with clause 2.3.12(2) of the ID Determination, AEL publicly discloses that we have no policies or procedures that require consumers to purchase assets or goods and services from a related party.

AEL's capital contribution policy requires consumers to contribute to assets that AEL own.² The customer is free to choose who undertakes any work on their property, provided that the person/entity undertaking the work is qualified to do so and approvals have been sought.

The current vegetation management policy states that any approved contractor from the preferred contractor's list can carry out vegetation management on our network.³ AEL bears the cost of the "first cut" or trim work, while the tree owner bears the cost of the second and subsequent vegetation management. Tree owners are required to undertake tree trimming work to protect the network and are free to choose from a preferred contractor list.

Our notices to tree owners, notifying them of the work required on their privately owned land, state that they are free to choose from the list of preferred contractors to undertake the work.

² https://www.alpineenergy.co.nz/contractors-and-developers

³ https://www.alpineenergy.co.nz/customers/tree-management

7. ANTICIPATED NETWORK EXPENDITURE AND NETWORK CONSTRAINTS

In accordance with clauses 2.3.13 to 2.3.16 of the ID Determination, the following map and associated tables below provide a brief explanatory description of the 10 largest forecast operational and capital expenditure programmes/projects in the AMP planning period. The description includes the likely timing, value and location of the project, and possible future network constraints. These programmes/projects correlate with the 2024 Asset Management Plan Update.

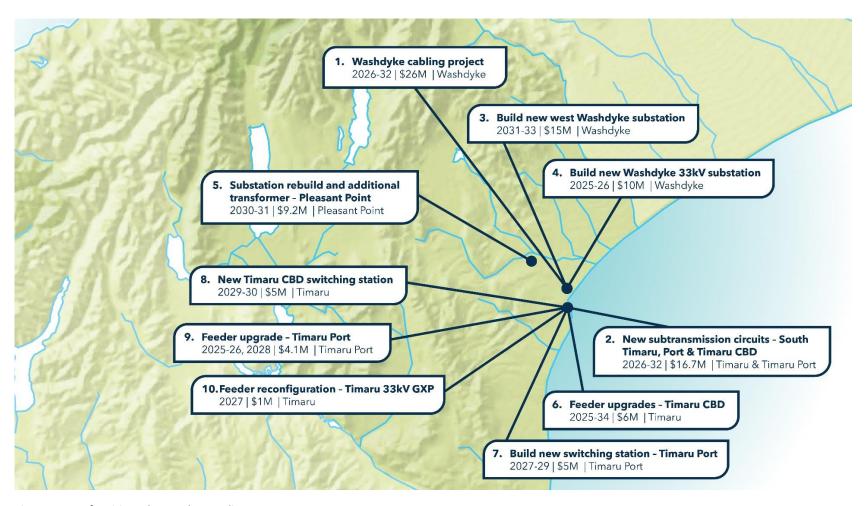


Figure 1 Map of anticipated network expenditure

MAP REFERENCE	TOP 10 CAPEX PROJECTS	TIMING	FORECAST VALUE	LOCATION	RELATED PARTIES CLAUSE 2.3.14 (A) (B) OR (C) OF THE ID	CONSTRAINT ALLEVIATED
1	WASHDYKE CABLING PROJECT	2026-32	\$26M	Washdyke	This project will be awarded following a market tender process. After the tender review process, AEL Field Services would be issued the contract if they are the preferred contractor.	Forecast constraint at Washdyke due to growth, decarbonisation and transport electrification.
2	NEW SUBTRANSMISSION CIRCUITS – SOUTH TIMARU, PORT & TIMARU CBD	2026-32	\$16.7M	Timaru & Timaru Port	This project will be awarded following a market tender process. After the tender review process, AEL Field Services would be issued the contract if they are the preferred contractor.	Forecast constraint due to commercial and residential growth and vehicle electrification.
3	BUILD NEW WEST WASHDYKE SUBSTATION	2031-33	\$15M	Washdyke	This project will be awarded following a market tender process. After the tender review process, AEL Field Services would be issued the contract if they are the preferred contractor.	Forecast constraint at Washdyke due to growth, decarbonisation and transport electrification.
4	Build New Washdyke 33kV substation	2025-26	\$10M	Washdyke	This project will be awarded following a market tender process. After the tender review process, AEL Field Services would be issued the contract if they are the preferred contractor.	Forecast constraint at Washdyke due to growth, decarbonisation and transport electrification.



MAP REFERENCE	TOP 10 CAPEX PROJECTS	TIMING	FORECAST VALUE	LOCATION	RELATED PARTIES CLAUSE 2.3.14 (A) (B) OR (C) OF THE ID	CONSTRAINT ALLEVIATED
5	SUBSTATION REBUILD AND ADDITIONAL TRANSFORMER – PLEASANT POINT	2030-31	\$9.2M	Pleasant Point	This project will be awarded following a market tender process. After the tender review process, AEL Field Services would be issued the contract if they are the preferred contractor.	Forecast constraint at Pleasant Point due to growth, transport electrification and replacement of aging assets.
6	FEEDER UPGRADES – TIMARU CBD	2025-34	\$6M	Timaru	This project will be awarded following a market tender process. After the tender review process, AEL Field Services would be issued the contract if they are the preferred contractor.	Forecast constraint due to commercial growth and vehicle electrification.
7	BUILD NEW SWITCHING STATION - TIMARU PORT	2027-29	\$5M	Timaru Port	This project will be awarded following a market tender process. After the tender review process, AEL Field Services would be issued the contract if they are the preferred contractor.	Forecast constraint at Timaru Port due to growth, decarbonisation and transport electrification.
8	NEW TIMARU CBD SWITCHING STATION	2029-30	\$5M	Timaru	This project will be awarded following a market tender process. After the tender review process, AEL Field Services would be issued the contract if they are the preferred contractor.	Forecast constraint due to commercial growth and vehicle electrification.



MAP REFERENCE	TOP 10 CAPEX PROJECTS	TIMING	FORECAST VALUE	LOCATION	RELATED PARTIES CLAUSE 2.3.14 (A) (B) OR (C) OF THE ID	CONSTRAINT ALLEVIATED
9	FEEDER UPGRADE – TIMARU PORT	2025-26, 2028	\$4.1M	Timaru Port	This project will be awarded following a market tender process. After the tender review process, AEL Field Services would be issued the contract if they are the preferred contractor.	Forecast constraint at Timaru Port due to growth, decarbonisation and transport electrification.
10	FEEDER RECONFIGURATION – TIMARU 33kV GXP	2027	\$1M	Timaru	This project will be awarded following a market tender process. After the tender review process, AEL Field Services would be issued the contract if they are the preferred contractor.	Forecast constraint due to industrial and commercial growth at Washdyke and Timaru Port.

Table 4: Ten largest capital expenditure projects



MAP REFERENCE	TOP OPEX PROJECTS	DESCRIPTION	TIMING	FORECAST VALUE	LOCATION	RELATED PARTIES CLAUSE 2.3.14 (A) (B) OR (C) OF THE ID
Network Wide	ROUTINE AND CORRECTIVE MAINTENANCE AND INSPECTION	Routine servicing and inspections to prevent failure, condition assessments, fault restoration, repairs, and maintenance.	Annual	\$3.3M p.a.	Network Wide	The majority of this work programme is forecast to be delivered by AEL Field Services. We engaged an independent industry expert to review labour costing rates. Based on the review, the rates fall within the expected market rate for each trade group. The remaining work will be procured from other specialist service providers in accordance with our procurement policy.
NETWORK WIDE	SERVICE INTERRUPTIONS AND EMERGENCIES	Reactive interventions in response to unplanned network events	Annual	\$2.2M p.a.	Network Wide	The majority of this work programme is forecast to be delivered by AEL Field Services. We engaged an independent industry expert to review labour costing rates. Based on the review, the rates fall within the expected market rate for each trade group. The remaining work will be procured from other specialist service providers in accordance with our procurement policy.
NETWORK WIDE	VEGETATION MANAGEMENT	Clearing vegetation from lines and other infrastructure	Annual	\$1.6M p.a.	Network Wide	Vegetation surveying and the first trim vegetation maintenance programme are forecast to be delivered by AEL Field Services. We engaged an independent industry expert to review labour costing rates. Based on the review, the rates fall within the expected market rate for each trade group.



MAP REFERENCE	TOP OPEX PROJECTS	DESCRIPTION	TIMING	FORECAST VALUE	LOCATION	RELATED PARTIES CLAUSE 2.3.14 (A) (B) OR (C) OF THE ID
NETWORK WIDE	REPLACEMENT	Minor asset replacement and renewals	Annual	\$342K p.a.	Network Wide	This programme is delivered by AEL Field Services or by another contractor. We specify the work on a case-by-case basis and request multiple quotes or tenders for the works. The work will be procured in accordance with our procurement policy.

Table 5: Ten largest operating expenditure projects

Note: All forecast operating expenditure programmes are planned on a network-wide basis, and none of the programmes relate to network constraints as described in clause 2.3.13 (3).

