



THE PKKP ABORIGINAL
CORPORATION RNTBC

ICN 7630

23 October 2022

CONFIRMATION OF MEETINGS OF MEMBERS TO BE HELD IN NOVEMBER BY PKKP ABORIGINAL CORPORATION RNTBC

16TH NOVEMBER 2022 – COMMUNITY MEETING

TO BE PROVIDED AN UPDATE ON THE NEGOTIATION OF CO-MANAGEMENT AGREEMENTS
WITH RIO TINTO AND FORTESCUE METALS GROUP
LOCATION – RSL CLUB 7 DWYER PLACE, KARRATHA (OFF GAWTHORNE DRIVE)
REGISTRATION COMMENCES 9 AM

17TH NOVEMBER 2022 – ANNUAL GENERAL MEETING

LOCATION – RED EARTH ARTS CENTRE, 27 WELCOME ROAD, KARRATHA 6714
REGISTRATION COMMENCES 9 AM

MEMBERS WILL BE PAID A TRAVEL ALLOWANCE OF \$1,800 TO COVER THE COST OF TRAVEL AND ACCOMMODATION FOR THESE MEETINGS. IN ADDITION, YOU WILL BE PAID SEPARATELY BY THE TRUST TO ATTEND THEIR COMMUNITY MEETINGS.

ALL ALLOWANCES WILL BE PAID FOR BY THE TRUST.

AN UP-FRONT PAYMENT WILL BE PAID TO YOU (WHERE POSSIBLE) UPON CONFIRMATION OF YOUR ATTENDANCE TO THE CORPORATION AND/OR THE TRUST. THE BALANCE WILL BE PAID TO YOU AT THE END OF THE TRUST COMMUNITY MEETINGS.

MEMBERS WHO ARE PAID AN ALLOWANCE AND DO NOT ATTEND MEETINGS WILL HAVE THE MONEY REPAID FROM THEIR DBT BY THE TRUST.

IT IS ALSO MEMBER'S RESPONSIBILITY TO ENSURE THEIR CONTACT DETAILS ARE UP TO DATE AND IF YOU CHANGE ADDRESS OR PHONE NUMBER, TO CONTACT THE PKKPAC OFFICE TO HAVE YOUR DETAILS UPDATED. FAILURE TO DO SO MAY RESULT IN YOU NOT HEARING ABOUT IMPORTANT CORPORATION BUSINESS.

Administering the traditional lands and waters of the Puutu Kunti Kurrama and Pinikura people



23 October 2022

IMPORTANT NOTICE TO ALL MEMBERS

**COVID 19 UPDATE FOR COMMUNITY MEETINGS HELD BY
PKKP ABORIGINAL CORPORATION RNTBC
AND THE TRUSTEE
DURING THE MONTH OF NOVEMBER 2022**

**ONLY MEMBERS WHO ARE DOUBLE VACCINATED WILL BE PERMITTED TO
ATTEND COMMUNITY MEETINGS HELD BY PKKP ABORIGINAL CORPORATION,
THE ANNUAL GENERAL MEETING AND COMMUNITY MEETINGS HELD BY THE
TRUSTEE**

THE CORPORATION IS COMMITTED TO ENSURING THE HEALTH AND WELLBEING OF OUR SENIOR ELDERS AND VULNERABLE MEMBERS OF THE COMMUNITY AND PROTECTING THEM AGAINST THE IMPACT OF COVID 19.

THE PKKPAC BOARD CONFIRM ONLY MEMBERS WHO HAVE BEEN DOUBLE VACCINATED WILL BE ABLE TO ATTEND THESE MEETINGS.

IF YOU HAVE A VALID MEDICAL EXEMPTION CERTIFICATE FROM THE WA GOVERNMENT AND CAN SHOW THIS TO THE REGISTRAR, YOU WILL BE ALSO BE PERMITTED TO ENTER THE MEETING.

WE WOULD APPRECIATE IF EVERY MEMBER ATTENDING ALSO UNDERTAKES A RAPID ANTIGEN TEST PRIOR TO THE MEETINGS. THESE WILL BE AVAILABLE ON THE DAY.

WE WOULD APPRECIATE IF YOU CAN ATTEND THE VENUE PRIOR TO THE STARTING TIME, SO A RAT MAY BE UNDERTAKEN.

WHILST MEMBERS WHO ARE NOT VACCINATED WILL NOT BE ABLE TO ATTEND THESE MEETINGS IN PERSON, WE CONFIRM THAT YOU MAY STILL PARTICIPATE VIA PROXY AND YOUR MEMBERSHIP IS NOT AFFECTED.

WE THANK YOU FOR YOUR UNDERSTANDING AND YOUR COMMITMENT TO PROTECT OUR VULNERABLE MEMBERS.

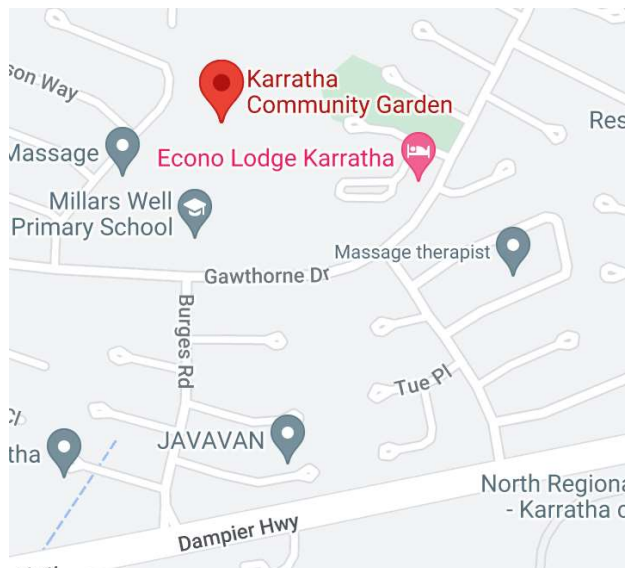
Administering the traditional lands and waters of the Puutu Kunti Kurrama and Pinikura people



NOTICE OF 2022 PKKPAC COMMUNITY MEETING

Notice is hereby given to the members that a Special Meeting of The PKKP Aboriginal Corporation RNTBC will be held at:

**RSL CLUB, 7 DWYER PLACE, KARRATHA 6714
(OFF GAWTHORNE DRIVE)**



Date: WEDNESDAY, 16th OF NOVEMBER 2022

Registration: 9:00 AM

Commencement: 10:00AM

Lunch will be provided

PKKPAC meetings are strictly alcohol and drug free

***ALL MEMBERS WILL BE PAID A TRAVEL AND ACCOMMODATION
ALLOWANCE TO ATTEND***



BUSINESS OF THE MEETING

This is a very important Information Session for the PKKP community to be provided an update and to ask questions about the Co-Management Agreements being negotiated with Rio Tinto and Fortescue Metals Group.

PKKPAC negotiating Team will be attending to explain Co-Management to you and answer any questions that you may have.

IMPORTANT NOTE: This is a meeting intended for PKKP members only. Observers will only be permitted to attend the meeting if they have been given a prior written invitation by The PKKP Aboriginal Corporation.

QUESTIONS & CONTACT

If you have any questions about this meeting, please contact the Corporation on
(08) 9185 5000 or grant.wilson@pkkp.org.au

NOTICE OF 2022 ANNUAL GENERAL MEETING

Notice is hereby given to the members and directors of The PKKP Aboriginal Corporation RNTBC that the 2022 Annual General Meeting of the Corporation will be held at:

**RED EARTH CENTRE
27 WELCOME ROAD, KARRATHA 6714**



Date: THURSDAY, 17th OF NOVEMBER 2022

Registration: 9:00 AM

Commencement: 10:00AM

A Community BBQ will be held for lunch.

All PKKPAC meetings are strictly alcohol and drug free

BUSINESS OF THE MEETING

To conduct the business of the Corporation in accordance with the PKKP Aboriginal Corporation Rule Book and the CATSI Act.

IMPORTANT NOTE: This is a meeting intended for PKKP members only. Observers will only be permitted to attend the meeting if they have been given a prior written invitation by The PKKP Aboriginal Corporation.

PROXIES

If you are unable to attend the AGM, you may appoint another Member to represent you at the AGM. Please refer to the attached detailed information on Proxies and the Nomination Form of Proxy.

NOMINATION AND ELECTION OF DIRECTORS

The following Directors terms have expired.

Puutu Kunti Kurrama Language Group –

- Rehannan Chubby
- Merle Ashburton

Pinikura Language Group –

- Terry Drage
- Suzette Baumgarten

If you would like to nominate as a director of the Corporation please refer to the attached detailed information on how to nominate and the Nomination Form.

Directors whose terms have expired, may renominate as a director.

QUESTIONS & CONTACT

If you have any questions about the AGM, please contact the Corporation on

(08) 9185 5000 or agm@pkkp.org.au



APPOINTMENT OF PROXY FORM

I(*insert name of Member*)
of..... (*insert Members home
address*) of the Language Group (*insert Language
Group to whom you belong*) being a registered member of The PKKP Aboriginal Corporation
HEREBY APPOINT

..... (*insert name of person to
be appointed as the member's Proxy*) of
.....(*insert Proxy's home address*, Of the
.....Language Group (*insert Proxy's
Language Group*)

As my Proxy to vote on my behalf at the Annual General Meeting of The PKKP Aboriginal Corporation to be held at the Red Earth Arts Centre, 27 Welcome Road, Karratha 6714, on the 17th of November 2022 commencing at 10.00 am and at any adjournment of the meeting.

An appointment may specify the way the Proxy is to vote on a particular resolution and a Proxy is obliged to follow those instructions. If there are no directions given to my Proxy as to how to vote, my Proxy may vote as the Proxy thinks fit or may abstain from voting at all.

.....

SIGNED

.....

PRINT NAME

...../...../.....

DATE

***Abstain means to formally decline to vote either for or against a Resolution.**



INSTRUCTIONS FOR COMPLETING APPOINTMENT OF PROXY FORM

1. A Member who is entitled to attend and cast a vote at a General Meeting or Annual General Meeting may appoint a Member as a Proxy to attend and vote for them at the meeting.
2. A duly appointed Proxy must be a registered Member of the PKKP Aboriginal Corporation.
3. To be effective the Proxy Form prescribed by The PKKP Aboriginal Corporation must be completed fully and signed personally by the Member and received by the PKKP Aboriginal Corporation at least **48 hours** before the time appointed for the holding of this Annual General Meeting, that is **by 10:00 am on the 15th of November 2022**.
4. If the proxy form specifies a way in which the proxy is to vote on any of the resolutions stated above, then the proxy need not vote on a show of hands, but if the proxy does so, the proxy must vote that way; and
5. A Proxy's authority to speak and vote for a Member at a meeting is suspended if the Member who provides the Proxy actually attends the same meeting.

IMPORTANT: A person must not exercise Proxies for more than three (3) Members.

RECEIPT OF PROXY FORMS

Please send correctly completed proxy forms to the PKKP office or persons.

BY EMAIL: agm@pkkp.org.au

BY HAND: Sealed Proxy Box: 7 Hedland Place Karratha

BY MAIL: The PKKP Aboriginal Corporation RNTBC
PO Box 130
Karratha WA 6714



DIRECTOR NOMINATION FORM

IMPORTANT INFORMATION FOR CANDIDATES FOR DIRECTOR ELIGIBILITY TO SIT AS A DIRECTOR ON THE CORPORATION'S BOARD

- You must be a registered member of the corporation.
- You must be over the age of 18 years.
- You must be able to satisfy the Corporation's Director's selection criteria as agreed by the Corporation Board from time to time. *Clause 8.2 (i) of the Rule Book.*
- You may only be nominated by a member from the Language Group to which the nominated TO Director belongs. *Clause 8.3.1(a) of the Rule Book.*
- Your nomination must be received no later than the **4:00 pm 3rd November 2022**. *Clause 8.3.1(b) of the Rule Book.*

The Corporation's Director's selection criteria is attached as a separate information sheet. Please read this carefully before you nominate someone as a Director or you accept a nomination.

**ANY QUESTIONS AT ALL, PLEASE CONTACT THE CEO, GRANT WILSON ON
0438 315 877 OR grant.wilson@pkkp.org.au**

RECEIPT OF NOMINATIONS

Correctly completed Nomination forms and Candidate Declarations can be sent to the following office or persons.

Company Secretary

BY EMAIL: agm@pkkp.org.au

BY HAND: 7 Hedland Place, Karratha 6714 (Sealed Director Nomination Box)

BY MAIL: The PKKP Aboriginal Corporation RNTBC
ATTN: Company Secretary
PO Box 130
Karratha WA 6714

Directors can nominate members for election to the Board. Forms must be sent directly to the Corporation; members cannot hand director nomination form to a current director.



PART 1 – NOMINATION OF DIRECTOR CANDIDATE

(This page must be completed by the Nominating Member)

Nominations Close 4.00 pm 3rd November 2022

I, the undersigned, **HEREBY NOMINATE**

FULL NAME OF CANDIDATE: _____

STREET ADDRESS OF CANDIDATE: _____

LANGUAGE GROUP OF CANDIDATE: _____

as a candidate for Director of The PKKP Aboriginal Corporation.

FULL NAME OF NOMINATOR: _____

STREET ADDRESS OF NOMINATOR: _____

LANGUAGE GROUP OF NOMINATOR: _____

CONTACT DETAILS OF NOMINATOR:

TELEPHONE: _____ MOBILE: _____

EMAIL: _____

SIGNATURE: _____ DATE: ____/____/ 2022

I certify that I am a current registered Member of The PKKP Aboriginal Corporation, and have completed the candidate application form.

(NOMINATOR SIGN HERE)



PART 2 – DIRECTOR CANDIDATE ACCEPTANCE FORM

(This part is to be completed by the candidate being nominated)

IMPORTANT: PLEASE READ THE ATTACHED INFORMATION SHEET BEFORE COMPLETING YOUR NOMINATION FORM.

I, the undersigned, hereby agree to my nomination as a candidate for election as a Director of The PKKP Aboriginal Corporation and I agree, if elected, to serve as a Director of The PKKP Aboriginal Corporation.

FULL NAME OF CANDIDATE: _____

STREET ADDRESS OF CANDIDATE: _____

LANGUAGE GROUP OF CANDIDATE: _____

CONTACT DETAILS OF CANDIDATE:

TELEPHONE: _____ MOBILE: _____

EMAIL: _____

SIGNATURE: _____ DATE: ____/____/ 2022

(CANDIDATE SIGN HERE)



CORPORATION CRITERIA FOR DIRECTOR APPOINTMENT

Directors of the Corporation are required and will be supported to undertake ongoing Board training to meet the Corporation's required governance criteria.

- Directors are required to meet certain legal duties and responsibilities.
- The corporation's Rule Book governs the powers and functions of Directors.
- Directors should at all times employ a reasonable degree of skill, care and diligence in the exercise of their powers and the discharge of their duties.
- In practice this means:
 - Understanding the role of being a Director;
 - Knowing the law in respect of directorship;
 - Attending and actively participate in Board meetings; and
 - Read all Board papers and reports.

AS A DIRECTOR YOU MUST

- Attend all Board meetings and other convened meetings as required;
- Read your Board papers and be prepared for each Board meeting;
- Participate actively in all Board meetings;
- Stay up to date on what the corporation is doing;
- Ensure compliance with the Rule Book and CATSI Act;
- Sit on your Language Group Land Committee;
- Actively manage or direct the management of the business of the Corporation;
- Be available for your community;
- Act in good faith and with a duty of care (see page 2);
- Disclose material personal interests or conflicts relating to the affairs of the Corporation;



- Ensure that the money of the Corporation is sufficient to make all payments as required and that the money is being properly managed;
- Be prepared to take on further training and Board education programs.

ACTING IN GOOD FAITH AND WITH A DUTY OF CARE

- A Director must be seen to be making decisions in the best interests of the **whole** corporation, not of groups of owners/stakeholders or individuals.
- The Director must not make improper use of information to obtain, indirectly or directly, a gain or advantage for the Director or any other person, or to cause a detriment to the corporation.
- A Director's position must only be used for the corporation's interests. If a Director has a personal interest that might give rise to a conflict of interest, that Director must disclose the interest at the Directors' Board meetings.
- Your duty as a Director is to look after the welfare of the corporation as a whole.
- Where a Director has, or is seen to have, personal interests that compete with the interests of the corporation, The Board may require a Director to leave the room should they resolve that that Director has a conflict of interest in the matter and should therefore not participate in the decision making process.
- In the event that a Director misses three (3) Board meetings in a row without a genuine reason the Board may remove that Director from the Board and replace them with another representative from their group.

CODE OF CONDUCT

The PKKP Board has a Code of Conduct which govern behaviours for all Directors attending meetings. This ensures that all Board meetings are conducted professionally and that all the business of the Corporation can be dealt with in the time that is allocated to the meetings.