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Wangkatja Tjungula Trustee Advisory Committee (TAC) A Guide for TAC Member Nominees

This is a brief overview of important points from Schedule 2 (clauses 2.1 to 2.10) of the WTPCT Deed dated November 28, 2025. **These points outline the role and responsibilities of the WTPCT TAC.** This guide is not legal advice, and TAC Members should consult the Trust Deed for details and seek independent legal advice if needed.

What does it mean to be a TAC member?

The Wangkatja Tjungula Trustee Advisory Committee (TAC) role is to help the Trustee manage the Trust for the benefit of the Wangkatja Tjungula People. **The TAC provides advice and guidance on issues related to the Trust.** As a TAC member, you need to understand and share the community's concerns during meetings, suggest charitable projects and ways to manage Trust funds, and help communicate important information to the wider community. You also support activities that enhance governance and community skills and advise the Trustee on cultural traditions that matter to the Wangkatja Tjungula People. **While the Trustee values TAC recommendations, it is not obliged to follow them unless specifically stated in the Trust Deed.**

Expectations around conduct and behaviour at meetings

Constructive discussion and respectful debate are encouraged at all TAC meetings.

At TAC meetings, **members must** engage in respectful and constructive discussions. TAC Members need to act honestly and in the best interests of the Beneficiaries, help achieve the goals of the Wangkatja Tjungula People, treat others with respect, listen when others speak, disclose any conflicts of interest, and keep personal disputes outside of meetings. Being on time and acting professionally is also important. **Members must not** use offensive language or make derogatory comments, engage in threatening or violent behaviour, shout or disrupt others, attend meetings under the influence of drugs or alcohol, bring children to meetings, comment publicly about Trust matters on social media, and using their role for personal gain. The Chairperson can remove anyone who misbehaves, and repeated issues may lead to permanent removal from the TAC.

Time commitment and meetings

Being a TAC Member requires **ongoing commitment and availability**. If you have a full schedule and a busy life, this role may not be for you. Make sure you have the capacity to participate and represent the best interests of the community before you commit.

The TAC must meet as often as required to deal with Trust business, and **at least three times** during each financial year, either at a Perth or Kalgoorlie venue, or via TEAMS. **The meetings must have a quorum** to conduct official business and make decisions. A quorum is no less than 5 members present for the whole

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meeting. All meetings are recorded. Minutes are taken at each meeting by a trustee representative and provided to TAC members after each meeting, for review and amendment (if necessary).

Length of service

TAC Members are appointed for a **minimum term of one year**. Their appointment continues until the next election conducted at a Trust Meeting of the Wangkatja Tjungula People. Existing Members are eligible for re-nomination and re-election.

Members may be removed and/or replaced under certain circumstances

For example, a **member who resigns** by giving notice to the TAC and the trustee in writing will be replaced. A TAC member can be removed if he or she **does not attend 3 meetings in a row** with no genuine, supported reason for non-attendance, or if he or she **does not meet any of the requirements of the TAC Rules** in the Trust Deed. Where a vacancy arises before the next Trust Meeting, the TAC may appoint an interim replacement until a formal election can occur.

Remuneration and Expenses

TAC Members **may receive reasonable remuneration** approved by the Wangkatja Tjungula People at a Trust Meeting and the Trustee. Members **may also receive reimbursement of reasonable costs and expenses**, including for travel to attend meetings (in line with ATO standard rates), accommodation and meals and living allowances (where meals are not supplied). The Trustee may refuse reimbursement where, for example, a TAC Member damages accommodation or fails to attend booked travel without a valid reason.

How the Trustee uses TAC recommendations

The opinions or decisions of the Wangkatja Tjungula TAC are recommendations only. The Trustee (FAS) is required to consider the views of the Wangkatja Tjungula TAC in all cases. When considering TAC recommendations, the Trustee will evaluate if: the issue meets the charitable objectives of the trust; there is an existing policy that relates to that issue; the trust has enough funds available and will be able to maintain funds for the future; and the issue is consistent with fairness and equity for all Wangkatja Tjungula people in the long term.

Nepotism (favouring friends or family over others) will not be tolerated. Personal relationships, family connections, or dislike of an individual or family are not legitimate reasons for making recommendations about funding, approvals, or Trust decisions.

This Guide is not a complete list of rules and obligations in relation to the role of a trust advisory committee member. The Trust Deed should be referred to as the governing document. All TAC members are provided with a copy of the Wangkatja Tjungula People Charitable **Trust Deed**.