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12 October 2012

The Listing Manager Australian Stock Exchange Exchange Centre Level 6 20 Bridge Street SYDNEY NSW 2000

Dear Sir/Madam

#### NOTICE OF 2012 ANNUAL GENERAL MEETING

Please find attached a copy of the following documents which have been mailed to shareholders today:

- Notice of Annual General Meeting; and

- Proxy Form.

A copy of the MACA Limited 2012 Annual Report was released to ASX on 28 September 2012 and is available for review on the Company's website at <u>www.maca.net.au</u>.

Kind regards, MACA Limited

Jon Carcich Company Secretary





# MACA LIMITED

## ABN 42 144 745 782

# NOTICE OF ANNUAL GENERAL MEETING

TIME: 2.00 pm WST

DATE: Wednesday, 14 November 2012

PLACE: Hyatt Regency, Mosman Bay Room, 99 Adelaide Terrace, East Perth Western Australia

This Notice of Meeting should be read in its entirety. If Shareholders are in doubt as to how they should vote, they should seek advice from their professional advisers prior to voting.

Should you wish to discuss the matters in this Notice of Meeting please do not hesitate to contact the Company Secretary on (+ 61 8) 9226 4500.

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### TIME AND PLACE OF MEETING AND HOW TO VOTE

#### VENUE AND TIME OF MEETING

The Annual General Meeting of the Shareholders of MACA Limited which this Notice of Annual General Meeting relates to will be held at the Hyatt Regency, Mosman Bay Room, 99 Adelaide Terrace, East Perth, Western Australia on Wednesday, 14 November 2012 at 2.00pm WST.

#### **VOTING IN PERSON**

To vote in person, attend the Annual General Meeting on the date and at the place set out above.

#### **VOTING BY PROXY**

To vote by proxy, please complete and sign the enclosed Proxy Form and return by the time and in accordance with the instructions set out on the Proxy Form.

#### **VOTING ELIGIBILITY**

The Directors have determined pursuant to Regulation 7.11.37 of the Corporations Regulations 2001 (Cth) that the persons eligible to vote at the Meeting are those who are Shareholders at 4:00pm (WST) on Monday, 12 November 2012.

### NOTICE OF ANNUAL GENERAL MEETING

Notice is given that the Annual General Meeting of Shareholders of MACA Limited (ABN 42 144 745 782) (**Company**) will be held at the Hyatt Regency, Mosman Bay Room, 99 Adelaide Terrace, East Perth, Western Australia on Wednesday, 14 November 2012 at 2.00pm WST. The Directors have determined pursuant to Regulation 7.11.37 of the Corporations Regulations 2001 (Cth) that the persons eligible to vote at the Annual General Meeting are those who are registered Shareholders of the Company at 4.00 pm WST on 12 November 2012.

The Explanatory Statement which accompanies and forms part of this Notice describes the matters to be considered at the Meeting.

#### AGENDA

#### 1. FINANCIAL STATEMENTS AND REPORTS

To receive and consider the financial report of the Company for the year ended 30 June 2012 together with the Declaration of the Directors, the Director's Report, the Remuneration Report and the Auditor's Report.

#### 2. **RESOLUTION 1 – ADOPTION OF REMUNERATION REPORT**

To consider and, if thought fit, to pass, with or without amendment, the following resolution as a **non-binding resolution**:

"That, for the purpose of Section 250R(2) of the Corporations Act and for all other purposes, approval is given for the adoption of the Remuneration Report as contained in the Company's annual financial report for the financial year ended 30 June 2012."

# Note: the vote on this Resolution is advisory only and does not bind the Directors or the Company.

#### Voting Prohibition Statement:

A vote on this Resolution must not be cast (in any capacity) by or on behalf of any of the following persons:

- (a) a member of the Key Management Personnel, (at the date of meeting or whose remuneration are included in the Remuneration Report); or
- (b) a Closely Related Party of such a member.

However, a person (the **voter**) described above may cast a vote on this Resolution as a proxy if the vote is not cast on behalf of a person described above and either:

- (a) the voter is appointed as a proxy by writing that specifies the way the proxy is to vote on this Resolution; or
- (b) the voter is the Chair and the appointment of the Chair as proxy:
  - (i) does not specify the way the proxy is to vote on this Resolution; and
  - (ii) expressly authorises the Chair to exercise the proxy even though this Resolution is connected directly or indirectly with the remuneration of a member of the Key Management Personnel.

#### 3. RESOLUTION 2 – RE-ELECTION OF DIRECTOR – MR DOUG GREWAR

To consider and, if thought fit, to pass, with or without amendment, the following resolution as an **ordinary resolution**:

"That, for the purpose of clause 13.4 of the Constitution, and for all other purposes, Mr Doug Grewar, who was appointed a Director on 1 October 2012, retires and being eligible, offers himself for re-election and is re-elected as a Director of the Company."

#### 4. **RESOLUTION 3 – RE-ELECTION OF DIRECTOR – MR LINTON KIRK**

To consider and, if thought fit, to pass, with or without amendment, the following resolution as an **ordinary resolution**:

"That, for the purpose of clause 13.4 of the Constitution and for all other purposes, Mr Linton Kirk, who was appointed a Director on 1 October 2012, retires and being eligible, offers himself for re-election and is re-elected as a Director of the Company."

#### 5. RESOLUTION 4 – RE-ELECTION OF DIRECTOR – MR ROSS WILLIAMS

To consider and, if thought fit, to pass, with or without amendment, the following resolution as an **ordinary resolution**:

"That, for the purpose of clause 13.2 of the Constitution and for all other purposes, Mr Ross Williams, a Director, retires by rotation, and being eligible, offers himself for re-election and is re-elected as a Director of the Company."

#### 6. **RESOLUTION 5 – RE-ELECTION OF DIRECTOR – MR GEOFFREY BAKER**

To consider and, if thought fit, to pass, with or without amendment, the following resolution as an **ordinary resolution**:

"That, for the purpose of clause 13.2 of the Constitution and for all other purposes, Mr Geoffrey Baker, a Director, retires by rotation, and being eligible, offers himself for re-election and is re-elected as a Director of the Company."

DATED: 3 OCTOBER 2012

#### **BY ORDER OF THE BOARD**

MR JON CARCICH COMPANY SECRETARY MACA LIMITED

### EXPLANATORY STATEMENT

This Explanatory Statement has been prepared for the information of the Shareholders of the Company in connection with the business to be conducted at the Annual General Meeting to be held at the Hyatt Regency, Mosman Bay Room, Adelaide Terrace, Perth on Wednesday, 14 November 2012 at 2.00pm WST.

The purpose of this Explanatory Statement is to provide information which the Directors believe to be material to Shareholders in deciding whether or not to pass the Resolutions in the Notice of Meeting.

A Proxy Form is located at the end of the Explanatory Memorandum.

#### 1. **PROXIES**

In accordance with section 249L of the Corporations Act, members are advised that:

- (a) each member has a right to appoint a proxy;
- (b) the proxy need not be a member of the Company; and
- (c) a member who is entitled to cast 2 or more votes may appoint 2 proxies and may specify the proportion or number of votes each proxy is appointed to exercise. If the member appoints 2 proxies and the appointment does not specify the proportion or number of the member's votes, then in accordance with section 249X(3) of the Corporations Act, each proxy may exercise one-half of the votes.

New sections 250BB and 250BC of the Corporations Act came into effect on 1 August 2011 and apply to voting by proxy on or after that date. Shareholders and their proxies should be aware of these changes to the Corporations Act, as they will apply to this Meeting. Broadly, the changes mean that:

- (a) if proxy holders vote, they must cast all directed proxies as directed; and
- (b) any directed proxies which are not voted will automatically default to the Chair, who must vote the proxies as directed.

Further details on these changes is set out below.

#### Proxy vote if appointment specifies way to vote

Section 250BB(1) of the Corporations Act provides that an appointment of a proxy may specify the way the proxy is to vote on a particular resolution and, **if it does**:

- (a) the proxy need not vote on a show of hands, but if the proxy does so, the proxy must vote that way (i.e. as directed); and
- (b) if the proxy has 2 or more appointments that specify different ways to vote on the resolution – the proxy must not vote on a show of hands; and
- (c) if the proxy is the chair of the meeting at which the resolution is voted on

   the proxy must vote on a poll, and must vote that way (i.e. as
   directed); and

(d) if the proxy is not the chair – the proxy need not vote on the poll, but if the proxy does so, the proxy must vote that way (i.e. as directed).

#### Transfer of non-chair proxy to chair in certain circumstances

Section 250BC of the Corporations Act provides that, if:

- (a) an appointment of a proxy specifies the way the proxy is to vote on a particular resolution at a meeting of the Company's members; and
- (b) the appointed proxy is not the chair of the meeting; and
- (c) at the meeting, a poll is duly demanded on the resolution; and
- (d) either of the following applies:
  - (i) the proxy is not recorded as attending the meeting;
  - (ii) the proxy does not vote on the resolution,

the chair of the meeting is taken, before voting on the resolution closes, to have been appointed as the proxy for the purposes of voting on the resolution at the meeting.

#### 2. FINANCIAL STATEMENTS AND REPORTS

In accordance with the Constitution and the Corporations Act, the business of the Annual General Meeting will include receipt and consideration of the annual financial report of the Company for the financial year ended 30 June 2012 together with the Declaration of the Directors, the Director's report, the Remuneration Report and the Auditor's Report.

The Corporations Act does not require Shareholders to vote on the Annual Report. However, Shareholders attending the AGM will be given a reasonable opportunity:

- (a) to ask questions about, or make comments on, the annual financial report; and
- (b) to ask the Company's auditor or the auditor's representative questions relevant to:
  - (i) the conduct of the audit;
  - (ii) the preparation and content of the Auditor's Report;
  - (iii) the accounting policies adopted by the Company in relation to the preparation of the financial statements; and
  - (iv) the independence of the auditor in relation to the conduct of the audit.

Shareholders are encouraged to submit any questions that they may have regarding the above matters in writing (including by email) to the Company by no later than 5.00 pm (Perth time) on Wednesday, 7 November 2012. This will allow the Company time to prepare and present a comprehensive response to Shareholders at the Annual General Meeting.

A Shareholder who is entitled to cast a vote at the Annual General Meeting may also submit a written question to the auditor if the question is relevant to:

- (a) the content of the Auditor's Report to be considered at the Annual General Meeting; or
- (b) the conduct of the audit of the Annual Report to be considered at the Annual General Meeting.

A written question to the auditor may only be submitted by giving the question to the Company (attention: the Company Secretary) by no later than 5.00 pm (Perth time) on Wednesday, 7 November 2012, which the Company will then pass on to the auditor. The Company will allow a reasonable opportunity for the auditor's representative to answer the written questions submitted to the auditor.

The Company will make available to Shareholders attending the Annual General Meeting copies of the list of Shareholder questions presented to the auditor, which the auditor considers relevant.

#### 3. **RESOLUTION 1 – ADOPTION OF REMUNERATION REPORT**

#### 3.1 General

The Corporations Act requires that at a listed company's annual general meeting, a resolution that the remuneration report be adopted must be put to the shareholders. However, such a resolution is advisory only and does not bind the company or the directors of the company.

The remuneration report sets out the company's remuneration arrangements for the directors and senior management of the company. The remuneration report is part of the directors' report contained in the annual financial report of the company for a financial year.

The Board considers that the remuneration policies adopted by the Company are appropriately structured to provide rewards that are commensurate with the performance of the Company and the individual. On this basis the Directors recommend that members vote in favour of Resolution 1.

The chair of the meeting must allow a reasonable opportunity for its shareholders to ask questions about or make comments on the remuneration report at the annual general meeting.

#### 3.2 Voting consequences

Under changes to the Corporations Act which came into effect on 1 July 2011, a company is required to put to its shareholders a resolution proposing the calling of another meeting of shareholders to consider the appointment of directors of the company (**Spill Resolution**) if, at consecutive annual general meetings, at least 25% of the votes cast on a remuneration report resolution are voted against adoption of the remuneration report and at the first of those annual general meetings a Spill Resolution was not put to vote. If required, the Spill Resolution must be put to vote at the second of those annual general meetings.

If more than 50% of votes cast are in favour of the Spill Resolution, the company must convene a shareholder meeting (**Spill Meeting**) within 90 days of the second annual general meeting.

All of the directors of the company who were in office when the directors' report (as included in the company's annual financial report for the previous financial year was approved, other than the managing director of the company), will cease to hold office immediately before the end of the Spill Meeting but may stand for re-election at the Spill Meeting.

Following the Spill Meeting those persons whose election or re-election as directors of the company is approved will be the directors of the company.

#### 3.3 Previous voting results

At the Company's previous annual general meeting the votes cast against the remuneration report considered at that annual general meeting were less than 25%. Accordingly, the Spill Resolution is not relevant for this Annual General Meeting.

#### 3.4 Proxy voting restrictions

Shareholders appointing a proxy for this Resolution should note the following:

#### If you appoint a member of the Key Management Personnel (other than the Chair) whose remuneration details are included in the Remuneration Report, or a Closely Related Party of such a member as your proxy

**You must direct your proxy how to vote** on this Resolution. Undirected proxies granted to these persons will not be voted and will not be counted in calculating the required majority if a poll is called on this Resolution.

#### If you appoint the Chair as your proxy (where he/she is also a member of the Key Management Personnel whose remuneration details are included in the Remuneration Report, or a Closely Related Party of such a member).

You <u>do not</u> need to direct your proxy how to vote on this Resolution. However, if you do not direct the Chair how to vote, you <u>must</u> mark the acknowledgement on the Proxy Form to expressly authorise the Chair to exercise his/her discretion in exercising your proxy even though this Resolution is connected directly or indirectly with the remuneration of Key Management Personnel.

#### If you appoint any other person as your proxy

You <u>do not</u> need to direct your proxy how to vote on this Resolution, and you <u>do</u> <u>not</u> need to mark any further acknowledgement on the Proxy Form.

#### 4. **RESOLUTIONS 2-3 – RE-ELECTION OF NEWLY APPOINTED DIRECTORS**

All Directors appointed during the year are required to retire in accordance with clause 13.4 of the Company's Constitution and being eligible, offer themselves for re-election, but only where the total number of Directors does not at any time exceed the maximum number specified in the Constitution.

Any Director so appointed holds office only until the next following annual general meeting and is then eligible for re-election but shall not be taken into account in determining the Directors who are to retire by rotation (if any) at that meeting.

Information about the Directors is summarised below:

Mr Doug Grewar – Managing Director (B Bus) MSc (Mineral Economics) (Dist) GAICD

Doug Grewar was previously the General Manager Mining for Abigroup Mining Services. He has more than 15 years direct experience in the mining industry working for some of Australia's largest mining contractors, as well as 10 years in the heavy construction materials industry in management and senior leadership roles. He also has past experience as the managing director of an ASX listed company.

The other directors of the Company unanimously recommend the re-election of Mr Grewar.

#### Mr Linton Kirk - Non-Executive Director

Linton Kirk has over 30 years experience in mining and earthmoving, covering both open pit and underground operations in several commodities. He has held technical, operational and management positions in a variety of mining and mining services companies throughout the world prior to becoming a consultant in 1997. Since becoming a consultant, Mr Kirk has been engaged by numerous Australian and global mining companies to assist with, in particular, project management, feasibility studies including owner mining reviews, operational audits and implementation of strategic plans.

Mr Kirk holds a Bachelor of Engineering (Mining) degree from the University of Melbourne, is a Fellow and Chartered Professional of the Australasian Institute of Mining and Metallurgy and is a Graduate of the Australian Institute of Company Directors.

Mr Kirk is also a Non-Executive Director of Middle Island Resources Ltd.

The other directors of the Company unanimously recommend the re-election of Mr Kirk.

#### 5. **RESOLUTIONS 4 - 5 – RE-ELECTION OF DIRECTORS**

Clause 13.2 of the Constitution requires that at the Company's annual general meeting every year, one-third of the Directors for the time being, or, if their number is not a multiple of 3, then the number nearest one-third (rounded upwards in case of doubt), shall retire from office, provided always that no Director (except a Managing Director) shall hold office for a period in excess of 3 years, or until the third annual general meeting following his or her appointment, whichever is the longer, without submitting himself or herself for re-election.

The Directors to retire at an annual general meeting are those who have been longest in office since their last election, but, as between persons who became Directors on the same day, those to retire shall (unless they otherwise agree among themselves) be determined by drawing lots.

A Director who retires by rotation under clause 13.2 of the Constitution is eligible for re-election.

The Company currently has 6 Directors and accordingly 2 must retire.

Mr Ross Williams and Mr Geoffrey Baker are the Directors longest in office since their last election, each retires by rotation and seeks re-election. Information about the Directors is summarised below:

Mr Ross Williams - Finance Director / Chief Financial Officer

Ross Williams is a founding shareholder of MACA. Mr Williams is responsible for all financial facets of the Company including capital management, finance, financial reporting and corporate strategy. Ross also has over 15 years banking experience having held executive positions with a major Australian bank.

Mr Williams is a past fellow of the Australian Institute of Banking and Finance and holds a Post Graduate Diploma in Financial Services Management from Macquarie University.

The other directors of the Company unanimously recommend the re-election of Mr Williams.

#### Mr Geoffrey Baker - Operations Director

Geoffrey Baker is a founding shareholder of MACA. Mr Baker is responsible for the operations including planning, operating strategy, capital expenditure and delivery of safety and financial outcomes on all projects. Mr Baker has worked in the sector for 37 years.

The other directors of the Company unanimously recommend the re-election of Mr Baker.

#### 6. ENQUIRIES

Shareholders may contact the Company Secretary on (+ 61 8) 9226 4500 if they have any queries in respect of the matters set out in these documents.

### GLOSSARY

**\$** means Australian dollars.

Annual General Meeting means the meeting convened by the Notice of Meeting.

**ASIC** means the Australian Securities and Investments Commission.

**ASX** means ASX Limited.

ASX Listing Rules means the Listing Rules of ASX.

**Board** means the current board of directors of the Company.

**Business Day** means Monday to Friday inclusive, except New Year's Day, Good Friday, Easter Monday, Christmas Day, Boxing Day, and any other day that ASX declares is not a business day.

Closely Related Party of a member of the Key Management Personnel means:

- (a) a spouse or child of the member;
- (b) a child of the member's spouse;
- (c) a dependent of the member or the member's spouse;
- (d) anyone else who is one of the member's family and may be expected to influence the member, or be influenced by the member, in the member's dealing with the entity;
- (e) a company the member controls; or
- (f) a person prescribed by the Corporations Regulations 2001 (Cth).

Company means MACA Limited (ABN 42 144 745 782).

Constitution means the Company's constitution.

Corporations Act means the Corporations Act 2001 (Cth).

Directors means the current directors of the Company.

**Explanatory Statement** means the explanatory statement accompanying the Notice of Meeting.

**Key Management Personnel** has the same meaning as in the accounting standards and broadly includes those persons having authority and responsibility for planning, directing and controlling the activities of the Company, directly or indirectly, including any director (whether executive or otherwise) of the Company.

**Notice of Meeting** or **Notice of Annual General Meeting** means this notice of annual general meeting including the Explanatory Statement.

**Remuneration Report** means the remuneration report set out in the Director's report section of the company's annual financial report for the year ended 30 June 2012.

**Resolutions** means the resolutions set out in the Notice of Meeting, or any one of them, as the context requires.

Share means a fully paid ordinary share in the capital of the Company.

Shareholder means a holder of a Share.

**WST** means Western Standard Time as observed in Perth, Western Australia.



← 000001 000 MLD MR SAM SAMPLE FLAT 123 123 SAMPLE STREET THE SAMPLE HILL SAMPLE ESTATE SAMPLEVILLE VIC 3030

#### Lodge your vote:

#### 🖂 By Mail:

Computershare Investor Services Pty Limited GPO Box 242 Melbourne Victoria 3001 Australia

Alternatively you can fax your form to (within Australia) 1800 783 447 (outside Australia) +61 3 9473 2555

For Intermediary Online subscribers only (custodians) www.intermediaryonline.com

For all enquiries call:

(within Australia) 1300 850 505 (outside Australia) +61 3 9415 4000

# **Proxy Form**

#### ﷺ For your vote to be effective it must be received by 2:00 pm Monday 12 November 2012

#### How to Vote on Items of Business

All your securities will be voted in accordance with your directions.

#### **Appointment of Proxy**

**Voting 100% of your holding:** Direct your proxy how to vote by marking one of the boxes opposite each item of business. If you do not mark a box your proxy may vote as they choose. If you mark more than one box on an item your vote will be invalid on that item.

**Voting a portion of your holding:** Indicate a portion of your voting rights by inserting the percentage or number of securities you wish to vote in the For, Against or Abstain box or boxes. The sum of the votes cast must not exceed your voting entitlement or 100%.

**Appointing a second proxy:** You are entitled to appoint up to two proxies to attend the meeting and vote on a poll. If you appoint two proxies you must specify the percentage of votes or number of securities for each proxy, otherwise each proxy may exercise half of the votes. When appointing a second proxy write both names and the percentage of votes or number of securities for each in Step 1 overleaf.

A proxy need not be a securityholder of the Company.

### **Signing Instructions**

**Individual:** Where the holding is in one name, the securityholder must sign.

**Joint Holding:** Where the holding is in more than one name, all of the securityholders should sign.

**Power of Attorney:** If you have not already lodged the Power of Attorney with the registry, please attach a certified photocopy of the Power of Attorney to this form when you return it.

**Companies:** Where the company has a Sole Director who is also the Sole Company Secretary, this form must be signed by that person. If the company (pursuant to section 204A of the Corporations Act 2001) does not have a Company Secretary, a Sole Director can also sign alone. Otherwise this form must be signed by a Director jointly with either another Director or a Company Secretary. Please sign in the appropriate place to indicate the office held. Delete titles as applicable.

#### Attending the Meeting

Bring this form to assist registration. If a representative of a corporate securityholder or proxy is to attend the meeting you will need to provide the appropriate "Certificate of Appointment of Corporate Representative" prior to admission. A form of the certificate may be obtained from Computershare or online at www.investorcentre.com under the information tab, "Downloadable Forms".

**Comments & Questions:** If you have any comments or questions for the company, please write them on a separate sheet of paper and return with this form.

### Turn over to complete the form →

'his Document is printed on Greenhouse Friendly<sup>™</sup> ENVI Laser Carbon Neutral Paper

View the Annual Report:

### www.maca.net.au

View your securityholder information, 24 hours a day, 7 days a week:

# www.investorcentre.com

Your secure access information is:

SRN/HIN: 19999999999

PLEASE NOTE: For security reasons it is important that you keep your SRN/HIN confidential.



LEVILLE VIC 3030	Securityholders sponsored by a    broker (reference number commences with 'X') should advise your broker of any changes.	<b></b>
Proxy Form	Please mark	10
Appoint a Proxy to Vote on Yo		ХХ
I/We being a member/s of Maca Limited hereby a the Chairman of the Meeting <u>OR</u>	appoint	PLEASE NOTE: Leave this box blank if you have selected the Chairman of the Meeting. Do not insert your own name(s).
to the extent permitted by law, as the proxy sees fit) at the Room, Adelaide Terrace, Perth on Wednesday, 14/11/2013 Chairman authorised to exercise undirected proxies of the Meeting as my/our proxy (or the Chairman becomes m proxy on Item 1 (except where I/we have indicated a different the remuneration of a member of key management person Important Note: If the Chairman of the Meeting is (or become voting on Item 1 by marking the appropriate box in step 2 to P2 Items of Business	2 at 2:00 pm and at any adjournment or pc n remuneration related resolutions: Whe hy/our proxy by default), I/we expressly autili- ent voting intention below) even though Ite anel, which includes the Chairman. omes) your proxy you can direct the Chairr	ostponement of that Meeting. ere I/we have appointed the Chairman of horise the Chairman to exercise my/our m 1 is connected directly or indirectly with man to vote for or against or abstain from
		For Against Abstain
1 Adoption of Remuneration Report		
2 Re-election of Director - Mr Doug Grewar		
3 Re-election of Director - Mr Linton Kirk		
4 Re-election of Director - Mr Ross Williams		

The Chairman of the Meeting intends to vote all available proxies in favour of each item of business.

Individual or Securityholder 1	Securityholder 2		Securityholder 3	Securityholder 3		
Sole Director and Sole Company Secretary	Director		Director/Compan	Director/Company Secretary		
Contact		Contact Daytime			1	
Name		Telephone		Date	'	

