



**McARTHUR RIVER MINE
COMMUNITY BENEFITS TRUST**

Minutes – CBT Board Meeting February 20, 2019

**Venue
Present**

Board Room, MRM

Mike REED (MR) N.T. Government Independent Director & Chair
 Greg ASHE (GA) Director MRM
 Jake QUINLIVAN (JQ) N.T. Government Director
 David Harvey (DH) Director Yanuwa
 Graham Friday (GF) MAWA
 Tony Jack (TJ) Director Garawa
 Stan Allan (SA) Community Representative
 Allan Baker (AB) Director Gurdanji
 Samuel Evans (SE) Director Mara
 Darrin Hepworth (DH2) MAWA Advisor
 Tracy Jones (TJ2) MRM Ex-Officio Member
 Jim Gleeson (JG) Project Management – Plan C
 Matilda Fairley (MF) Project Management – Plan C

Jessie George, assistant teacher and 4 students from Borroloola School
 Mike Longton (Garrwa Project)

On phone:

Suzanne Archbold (Deloitte)
 Rudo Kasteni (Deloitte)
 Marc Gardner (RGRC)
 Mark Crummy – Tourism NT

Apologies

Paul Henderson (PH) Independent Director (MRM)

#	Agenda Item / Action	Outcome
1	Welcome and Apologies	
	<ul style="list-style-type: none"> Meeting opened at 10.00am by Mark Reed (Chairperson) Present members and apologies noted as above Welcome to Country – Allan Baker 	Noted and Endorsed by all attendees
2	Presentations	
	2.1 Borroloola School - Jessie George and students– Aleira, Manaia, Shanielle and Caitlyn (in person). <ul style="list-style-type: none"> IHHP song project (application presented) Other Priorities for young people	

	<ul style="list-style-type: none"> • skate park, mural (local artists) • bicycle repair business • outdoor cinema for the school (Tony Jack wants local movies to be done) <ul style="list-style-type: none"> ○ JG follow up with NT Travelling film festival here • vocational workshops with hair and makeup, • community job expo – professional and other business run by high school. <p>Action: POs to add the aspirations to 3-year plan for the Trust being drafted from March 2019. Notes from the school presentation are attached to these minutes for further detail</p> <p>2.2 Mike Longton (Garrwa Project) (in person)</p> <ul style="list-style-type: none"> - Next steps – 2 or 3 people that Mike needs to talk to - Then need a month to pull this together - There are concerns about who owns the land out there - Nothing archived in Robinson River since 2015 - Has apologized for the delay - Mike Longton talk to DH2 about other money for incidentals - Once produced, CBT may be able to assist with formatting and design work. - <p>Action: Advice Mike Longton to provide final documents at 22nd May 2019 meeting. Final payment won't be made till final milestone has been met. POs to develop workplan to address challenges hindering project completion.</p> <p>2.3 Marc Gardner (RGRC)</p> <ul style="list-style-type: none"> - Sports Courts – - Rocky Creek Bridge - Action: Sports Courts – Board is looking to see an appointed tender by the May meeting. JG pressure them into being more organized about the Sports Courts etc. Rocky Creek Bridge – continue with the process and tender the two options, see if there is an overrun and then the board can make a decision if there should be more money spent on bridge. JG do an out of session board paper. <p>2.4 Borroloola Marathon –deferring it for 12 months – missed out on funding from Major Events for it.</p>	
3	Minutes from MRM CBT meeting held on 28 th November 2018	Meeting Minutes were Approved
	<p>3.1 Meeting Minutes from the previous meeting Action: POs to add Graham Friday as a Proxy at previous meeting</p> <p>3.2 Action items from Meeting 28th November 2018</p> <p>3.2.1 PO's to include \$300K to the Trade Training Centre lot 455 in 'in-principal' support category in report</p> <p>3.2.2 Deloitte to ensure the investment allocation occurs within 30 days within the MRM annual trust payment</p> <p>3.2.3 Provide instruction to Deloitte in Feb meeting about next decision of the \$6M on term deposit (maturing 21st Feb 2019)</p>	

	<p>3.2.4 Kiana -Put program on hold while JQ follows up on enrolment numbers Action: POs to contact Kiana and Borroloola School Principals</p> <p>3.2.5 Garrwa -PO draft letter to Mike asking him to present what has been produced to date (acquit against milestone payments to date), and formally advise when he is going to complete or any problems in completing</p> <p>3.2.6 RGRC projects - Continue requesting updates from RGRC</p> <p>3.2.7 Robinson River School -POs to write back and advise the reasoning being OHS a core responsibility of the Department of Education Action: Advise Education department regarding applications from schools, outcomes and CBT reasoning of the outcomes.</p> <p>3.2.8 Storey Players - POs advise that proposal needs to be initially forwarded to Marlene at Artback NT to seek support from Elders. Thereafter, if support given by Elders contact school council to seek their support</p> <p>3.2.9 JMF Scholarships - Commission Deloitte to provide a quote for conducting an audit on expenditure to date, conduct an analysis around the embedded benefits to JMF and the value outcomes/ benefits to the community. Estimate a reasonable fee to keep 4 students in the program for one more year.</p> <p>3.2.10 JMF Scholarships - Draft a letter to JMF advising MRM CBT is still considering the application and conducting further assessment.</p> <p>3.2.11 BARC Masterplan - JQ to request NT gov to bring the water to the boundary and then BARC can apply for the money to get water in.</p> <p>3.2.12 POs to draft a brief on behalf of BARC and get two quotes.</p> <p>3.2.13 Borroloola Marathon - Proceed to Stage 2 with detail included in application.</p> <p>3.2.14 Funding For-Profits - POs to research more about how the trust can support businesses.</p> <p>3.2.15 Explore opportunities to get IBA to come and do a workshop.</p> <p>3.2.16 AFL NT Proceed to Stage 2 with detail included in application</p> <p>3.2.17 Grant Application Process - Include Step 1: Applications relating to culture must seek support from Elders first and Step 2: Applications relating to education must seek support from School Council prior to submitting applications.</p> <p>3.2.18 Request NT Health and Western Health to submit applications for capital cost items (e.g. storage for treatment)</p> <p>3.2.19 Pamela Wood to provide detail on potential programs and costs that could be run in the community.</p> <p>3.2.20 Invitation to Sharon Hillen (RGRC) to present at February 2019 meeting.</p> <p>3.2.21 Invitation to Mike to present the Garrwa project.</p> <p>3.2.22 Invitation to Mark Crummy, Tourism NT to Feb 19 meeting to discuss how CBT can best support tourism.</p>	
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4	Finances and Operations	
	<p>4.1 Management Reports (November 2018- January 2019) All financial reports accepted</p> <p>4.2 MRM CBT Quarterly Report MRM CBT Quarterly Report accepted</p> <p>Action: POs to advice Deloitte of the six focus areas to add to report-completed</p> <p>4.3 Annual Invoice to MRM 2018 invoice submitted Annual invoice will be issued in Oct instead of Feb from now.</p> <p>4.4 Forecast budgeting discussion Action: instruct Deloitte to re-invest \$6,037,052.00 for a period of three months.</p>	<p>Moved: GA Second: TJ</p>
5	Grant / Project Management	
	<p>5.1 Update on JMF Scholarships 2019 Application Outcomes Noted</p> <p>5.2 Update on extended projects:</p> <p>5.2.1 Kiana School Breakfast Program Action: Follow up with Kiana School Principal and Borroloola School Principal</p> <p>5.2.2 Garrwa Project Noted, action items as per item 2.2</p> <p>5.2.3 BARC Facilities Upgrade Action: JG to work with BARC, RGRC and Show Committee on all of their 10-year plans and explore common goals, ensure shared facilities, update brief and represent at May meeting.</p> <p>5.2.4 RGRC Basketball/ Youth Centre Update Action: CBT Want the tender to be awarded by the 22 May</p> <p>5.2.5 RGRC Animal Welfare Vet Program – no update</p> <p>5.2.6 Rocky River Bridge Upgrade - Jake's advice from DIPL is that this is progressing well. CBT will not provide extra funds until we get a tender back for the works. Do an out of session paper if needed to get extra \$\$\$.</p> <p>Tender for the 8.5 and 9.5 metre bridges. There may only be a few days of flood reduction by having a 9.5 metre bridge. Marc sending through a GANTT chart. JG assist with project management to ensure this progresses</p> <p>5.2.7 RGRC Pool Equipment – acquittal received on 20 February 2019 Action: POs to continue receiving regular updates from RGRC and ensure committed timeframes are kept.</p> <p>5.3 Approved EOIs</p> <p>5.3.1 Borroloola Marathon Action: Put on hold, deferred by organising committee for 12 months.</p> <p>5.4 Current full applications</p> <p>5.4.1 AFL Northern Territory -Remote Development Manager Action: JQ and JG to meet with AFLNT to discuss concerns about the sustainability of the program. Want more engagement done by AFLNT,</p>	<p>Moved: TJ Second: SA</p>

	<p>working with committees, which playing field, services, infrastructure, pathways to clubs etc</p> <p>5.4.2 Borroloola High School Hip Hop Program Action: Application approved. Moved: TJ Seconded: SA The local CBT members will do an announcement at the school and the POs will then advise formally.</p> <p>5.4.3 BARC Masterplan (Board approved EOI in Nov 2018) Noted, action as per item 5.2.3</p> <p>5.5. Expressions of Interest</p> <p>5.5.1 Borroloola School Shade Sail Action: POs to advice Borroloola School application has been declined due to CBT under the impression it is an Education department responsibility. Action: POs to advice Department of Education regarding the application and outcome.</p> <p>5.6 Closed Projects</p> <p>5.6.1 JMF Scholarships 2018 Noted</p> <p>5.7 New grant applications process and guidelines – Board Paper Noted</p>	
6	<p>Potential CBT Led Developments – Plan C updates</p>	
	<p>6.1 CBT Procurement Policy (Board paper) Action: POs to change INTG to NTICN</p> <p>6.2 Borroloola Lot 455 (Board paper) Action: Plan C to draft a scope of works for a consultant to complete the work needed to apply to transfer of lot 455, business case etc. There is an interest from Rusca MAWA Enterprises for using the space. Do an out of session board paper to the board to get approval from the trust to engage a consultant to do this work Plan C provides oversight to the process once consultant engaged</p> <p>6.3 Borroloola Lot 625 (Board paper) Action: still progress where possible but unlikely to commence for a few years</p> <p>6.4 Community Bus/ Urapunga Bus Application (Board paper) Action: MAWA is going to put an EOI in to seek funding to develop a community benefit assessment and costing for a bus service with a CBT co-contribution. Plan C to provide Darrin with any background documentation that may assist</p> <p>6.5 Tourism Options (Board paper) (present and discuss 21st Feb 2019)</p> <ul style="list-style-type: none"> • Mark Crummy presented and discussed with board on phone. <p>Action: Jim to work with Mark Crummy to organize some trips to kick off local tourism development in Borroloola and region:</p> <ul style="list-style-type: none"> ▪ Initial visit to look around and meet some existing operators (April) ▪ Visit to Country and islands for a week prior to board meeting (22nd) to look at Aboriginal tourism opps. with TOs. ▪ Present to board on 21st May on next steps 	

	<ul style="list-style-type: none"> ▪ Investigate process of CBT funding a position with Tourism NT based in Borroloola. Develop some criteria for this position. JQ is working with MC to progress this inside government 	
7	Social Media	
	7.1 Social Media Account Update – Instagram and Facebook	Noted
8	Plan C Quarterly Report	
	8.1 Plan C Quarterly Report	Noted
9	Draft Trust Annual Review 2018	
		Accepted
10	Draft Engagement and Communications Plan 2019	
	<p style="text-align: right;">Actions:</p> <p style="text-align: center;">JG meet with MAWA</p> <p style="text-align: center;">Mike Reed interested in coming out for a few days</p> <p style="text-align: center;">Plan C set up meetings with stakeholder forums</p> <p style="text-align: center;">JG investigate youth diversion or other programs</p> <p style="text-align: right;">Men's group</p>	
11	Other Business	
	<p>11.1 Trust Legal Framework Review Update</p> <p style="text-align: right;">No update, Noted</p> <p>11.2 PO/ local entrepreneurs attend Indigenous Economic Development Conference Darwin 15- 16 May</p> <p style="text-align: center;">Action : POs to explore other options</p> <p>11.3 POs undertaking engagement in March 2019 for 3 year plan, other Borroloola visits in 2019</p> <p>11.4 CBT Darwin Lunch – with potential funders – ILC, IBA, PMC, ABA, NLC, RDA, Rangers etc</p> <p>11.5 nvite RDA staff Steven Edgington and CEO Kate Peake to the 21 May Board Meeting – Mike providing contacts and intros</p> <p style="text-align: right;">Noted</p>	
12	Summary of Actions arising	
2.2	Advise Mike Longton to provide final documents at 22 nd May 2019 meeting. Final payment won't be made till final milestone has been met. POs to work.	PO

2.2	POs to develop workplan to address challenges hindering project completion.	PO
2.3	JG do an out of session board paper.	PO
3.1	Add Graham Friday as a Proxy at previous meeting	PO
3.2.4	POs to contact Kiana and Borrooloola School Principals.	PO
3.2.7	Advise Education department regarding applications from schools, outcomes and CBT reasoning of the outcomes.	PO
4.2	POs to advice Deloitte of the six focus areas to add to report - completed	PO/ Deloitte
4.4	Deloitte to reinvest \$6,037,052.00 for a period of three months.	Deloitte
5.2.1	Follow up with Kiana School Principal and Borrooloola School Principal.	PO
5.2.3	JG to work with BARC, RGRC and Show Committee on all their 10-year plans and explore common goals.	PO
5.2.7	POs to continue receiving regular updates from RGRC and ensure committed timeframes are kept.	PO
5.3.1	Put on hold, deferred by organising committee for 12 months.	PO
5.4.1	JQ and JG to meet with AFLNT to discuss concerns about the sustainability of the program.	PO & JQ
5.4.2	POs to advice Borrooloola School of successful application.	PO
5.5.1	POs to advice Borrooloola School application has been declined due to CBT under the impression it is an Education department responsibility.	PO
5.5.1	POs to advice Department of Education regarding the application and outcome.	PO
6.1	POs to change INTG to NTICN in the Draft Procurement Policy.	PO
6.5	JG to work with Mark Crummy to organize visits and progress local tourism planning. JQ instructed Mark to develop and application to the CBT for a locally based Tourism Development Officer	PO
11.2	POs to explore other options.	PO
11.4	Plan for CBT lunch in Darwin in April	

11.5	Invite RDA CEO or Staff to attend a board meeting	
	Meeting closed at 4.20 pm Next meeting: 22nd May 2019, Borroloola School	

DRAFT

ATTACHED: Borroloola Students Presentation notes as requested by Chair

Presentation for CBT by Adumu Class

Shanielle: Good morning everyone my name is Shanielle Johnston, this is Manaia Bedgood, Aleira Johnston and Caitlyn Mawson and we are from the Adumu Middle Years Girl's Class at Borroloola High School. Thank you for having us at your meeting this morning.

Manaia: Today we would like to talk to you about our application for Indigenous Hip Hop Projects to come to Borroloola to make a community song. We would also like to talk about some other ideas we have for potential funding for some projects at the school.

Aleira: We would love to have Indigenous Hip Hop Projects come to Borroloola because we have seen what they do in other communities and we love how it brings the community together to make them feel proud about their town. It also looks like a lot of fun and we would love to be in a film clip together with our friends and family.

Caitlyn: We love how the hip hop projects choose themes and messages that are important to the community to help them work through issues, promote their culture and identity and bring everyone in the community together. We would love to see this happen in Borroloola.

Shanielle: Some other ideas we have for projects are a skate park or BMX track so that kids would have something to do after school and on the weekends. We could have a mural painted there to make it look beautiful and showcase artists from around the town. We would also like to start a bicycle repair business to fix broken bikes in the community.

Manaia: Another idea we had was an outdoor cinema, which could be affiliated with the school. We could play some new movies and documentaries for the community to come and watch. It would be a good way to bring community together in a fun and safe way.

Aleira: Our high school would also like to put on a community job expo. Where professionals and businesses from around town can come together and talk about employment opportunities and pathways in the town. It would be a great opportunity for networking and learning about what jobs are available in Borroloola. The high schools classes would be responsible for coordinating and organising the expo and this would give us a good experience of event management.

Caitlyn: One last idea we had is to get some high quality professionals out to Borroloola to run some vocational workshops in hairdressing, hospitality, music, singing, dancing and make up, nails and beauty. These opportunities are not currently available in Borroloola it would be great to see us build skills in these areas.

Manaia: These are just some of our ideas and we look forward to collaborating with the Community Benefits Trust on future projects like these. Thank you so much for taking the time to listen to us and we look forward to working together with you to make Borroloola a beautiful place for everyone. Does anyone have any questions they would like to ask us?