



**McARTHUR RIVER MINE
COMMUNITY BENEFITS TRUST**

Minutes – CBT Board Meeting 8 December 2021

Venue: Online – MS Teams

Present: Jake Quinlivan (JQ)
David Oestreich (DO)
Toni Tapp Coutts (TC)
Mike Burgess (MB)
Alan Baker (AB)
Noel Dixon (ND)
Stan Allen (SA)
Andrew Firley (AF) MAWA Coordinator
Jim Gleeson (JG) Project Management – Plan C
Sam Charles Ginn (SCG) Project Management – Plan C
Hayley Seears (HS) Project Management – Plan C
Tracy Jones (TJ) – MRM

Presenters: Patrick Cozens (PC) – Cozens Johansen Lawyers
Tim Maddock (TM) – Deloitte, Finance and Operations
Marc Gardner (MG) and Kaylene Doust (KD) – Roper Gulf Regional Council
Jonathan Taylor (JT) and Renee DeJong (RD) – KPMG

Apologies: David Harvey (DH)
Sam Evans (SE)

#	Agenda Item / Outcomes	Actions
1	Welcome and Introductions – Chair	
Meeting start: 10:27am	<p>1.1. Welcome / Acknowledgment of Country ND Welcome to Country</p> <p>1.2. Members Present Members welcomed and apologies acknowledged</p> <p>1.3. Apologies David Harvey, Sam Evans</p> <p>JQ noted the distribution of the Telstra credit to Robinson River and that it was well received by the community.</p>	
2	Minutes and Actions from previous meeting	
	<p>2.1. POs to prepare a letter for the Borrooloola School requesting they provide a status update on each of their projects. POs to seek information from the school on the status of the Breakfast Program Completed</p> <p>2.2. JQ to follow up with Borrooloola School regarding Bursary, Breakfast Program and the Vulcana Circus program and access to the school/students Completed</p> <p>2.3. POs to contact Mabunji and suggest commemoration of Mike Reed in the Fauna Monitoring on Maria and North Island publication Completed</p> <p>2.4. POs to follow up on publication of Garawa Plant and Animal Book and confirm distribution of copies to the CBT and community Completed</p> <p>2.5. POs to follow up with Thunders on registration fees as required by the milestone reporting Ongoing</p> <p>2.6. POs to work with AF to keep MAWA directors informed about projects so they can provide updates at the meetings In progress</p> <p>2.7. POs to continue working with RGRC on the Showgrounds upgrade project In progress</p> <p>2.8. POs to request Outbush Photography provide a letter of support from MAWA regarding the management of funds and provide a cost breakdown Completed</p> <p>2.9. POs to provide Board feedback to Orange Sky regarding need for a more permanent solution and request they come back with an alternative and cost breakdown/exact request from CBT, if possible Completed</p> <p>2.10. POs to provide Board feedback to Mabunji and request more information on land tenure and a breakdown of costs Completed</p> <p>2.11. PO to write letter to Flinders University requesting (i) clarification of funding from Parks/NTG and contributions to project under it's responsibility to manage the park (ii) more information on local benefit and how ranger program feeds into broader aspirations of Marra Rangers and (iii) evidence of support by Marra. Completed, refer Full Application</p> <p>2.12. MB to introduce NTPW District Director Sarah Kerin to POs for background of the project and what they want to achieve for the joint management of Limmen National Park. In progress – waiting for response from NT Parks.</p> <p>2.13. POs to provide Board feedback on the Vet Program and suggest they request funding from the local authorities (Borrooloola and Robinson River) and the CBT will match that funding Completed</p> <p>2.14. POs to write letter to of approval to Waralungku Arts for the Coffee Table book with conditions regarding distribution, publication guidelines, and ensuring a draft is provided to the Board prior to printing Completed</p> <p>2.15. POs to continue working on the priority investments and report back to Board in November In progress</p> <p>2.16. POs to continue working on recommendations for youth program. POs to provide Youth Scoping Study to the Board members. POs to draft scope of works for next stage Completed</p> <p>2.17. POs to send JQ Bursary document for review and discussion with the school Completed</p> <p>2.18. POs to follow up with Thunders on MAWA bus repairs In progress</p> <p>2.19. POs to work with Cozens Johansen on compliance for the community bus Completed</p> <p>2.20. POs to advise and engaged successful tenderer for the Social and Economic Evaluation Completed</p> <p>2.21. POs to prepare letter of support for Mike Reed Bridge Completed</p>	Minutes and actions from previous meeting accepted

	2.22. POs to facilitate re-engagement of Deloitte engagement but prepare to test market in next Financial Year Completed	
3	Trust Legal Framework (Patrick Cozens)	
	Refer Appendix	
4	Presentation – Tim Maddock, Deloitte – Finance and Operations	
	<p>4.1. Quarterly Board Report No comments Report accepted</p> <p>4.2. Other Matters – Term Deposit Approved out of session with 6-month investment.</p> <p>4.3. Investment Fund Board agrees not to change investment fund.</p>	Report accepted
5	Current Grants / Project Management	
	<p>5.1. Completed Grant Projects</p> <p>5.1.1. MAWA – Let’s Be Seated</p> <p>5.1.2. Borroloola School Breakfast Program (original)</p> <p>5.1.3. Wunala Creche - Learning Environment design and implementation</p> <p>5.1.4. Seven Emu Station – Power Safety Works</p> <p>5.1.5. MAWA – Hard Wired</p> <p>5.2. Approved Grant Projects</p> <p>5.2.1. John Moriarty Foundation (extension) – acquitted up to Milestone 1</p> <p>5.2.2. Artback NT Remote Arts and Culture Program 2020-2023 – acquitted up to Milestone 3</p> <p>5.2.3. Vulcana Women’s Circus – Youth Circus and empowerment - acquitted up to Milestone 1</p> <p>5.2.4. Monash Uni – Visualisation of Songlines - acquitted up to Milestone 3</p> <p>5.2.5. Mabunji Li-Anthawittiyarra Sea Ranger Unit – Fauna Monitoring on Maria and North Island NT - In progress - acquitted up to Milestone 3 – request to extend project delivery – Extension approved</p> <p>5.2.6. Cancer Council – Closing the Gap in Aboriginal Australia - acquitted up to Milestone 3</p> <p>Discussion: JG – noted they are wrapping up the program AF – issue with not having the office available to meet people contributed to some of the issues faced by the program JQ – one final payment to be paid, ensure they are meeting the milestone report</p> <p>5.2.7. Garrwa and Gunindirri Garrwa Plant and Animal Book – acquitted to Milestone 1 – book launch has been delayed</p> <p>5.2.8. Katherine Women’s Legal Service - acquitted to Milestone 2</p> <p>5.2.9. Borroloola Football and Sporting Club – Borroloola AFL – acquitted to Milestone 3</p> <p>5.2.10. Borroloola Clinic – Health Outreach Trailer – acquitted to Milestone 1</p> <p>5.2.11. Mungoorbada Aboriginal Corporation – BMX Bikes – acquitted to Milestone 1</p> <p>5.2.12. RGRC/Moriarty Foundation – Katherine Soccer Excursions – acquitted to Milestone 2 - Final two games (of ten) will push out to 2022 due to COVID.</p> <p>5.2.13. Flinders University - Yanyuwa Rock Art Book – acquitted to Milestone 1</p> <p>5.2.14. Artback NT - Music Program – acquitted to Milestone 2</p> <p>5.2.15. Mungoorbada Aboriginal Corporation – Facilities upgrade – acquitted to Milestone 2</p>	<p>POs to advise Mabunji that request to extend Fauna Surveys program to 2023 approved</p> <p>POs to keep track of final milestone report and payment to be made for Cancer Council program</p> <p>POs to follow up on signage to recognise CBT in contributing to</p>

	<p>JQ – Question as to whether they have put up any signage to show support from CBT</p> <p>5.2.16. Borrooloola School - Two Way Learning – acquitted to Milestone 1 – refer presentation for change of scope request Board decision – approved change of scope Moved – AB Seconded – SA</p> <p>5.2.17. Borrooloola School Breakfast Program 2021 – acquitted to Milestone 1</p> <p>5.2.18. RGRC Healthy Pets Healthy Communities – agreement executed</p> <p>5.3. Extended / Overdue Grants 5.3.1 RGRC Updates (See 6.0)</p> <p>5.4. Commitments / In-Principle 5.4.1 RGRC Basketball Courts/Youth Centre update (See 3.0) 5.4.2 Waralungku Arts – Coffee Table Book 5.4.3 MAWA – Deadly Cutz - update from Andrew Cancel program</p>	<p>Mungoorbada Facilities upgrades</p> <p>POs to advise school of Board decision to approve change of scope request for Borrooloola School Two Way Learning Program</p> <p>Deadly Cutz Program to be cancelled – POs to advise Deloitte</p>
6	RGRC Updates	
	<p>6.1. RGRC Sports Courts No comments</p> <p>6.2. RGRC Healthy Pets Healthy Communities KD asked if the vets could use the MRM flight to get from Darwin to Borrooloola. TJ advised this was not currently possible due to Covid compliance restrictions. Fly</p> <p>6.3. Other Projects JG advised that the POs prepared a discussion paper to be presented at the RGRC Borrooloola Local Authority Meeting. POs to send discussion paper regarding the Borrooloola Showgrounds upgrades and signage strategy documentation to MG for review and consideration for next RGRC Local Authority meeting.</p>	<p>POs to send discussion paper regarding Borrooloola Showgrounds upgrade and signage strategy documentation to MG for review and consideration for next RGRC Local Authority meeting</p>
7	Future Grants / Applications	
	<p>7.1. Expressions of Interest 7.1.1. MAWA – Lighting Up Borrooloola AB – acknowledged the community are keen to be involved in this project AF – good community effort and celebration for the community AB – suggested more funding would be required, SA agreed JQ – recommendation to increase the funding to \$5000 Application approved Increase value of Lighting Up Borrooloola to \$5000 Moved – SA Seconded – DO</p> <p>7.1.2. MAWA – Children’s Christmas Party JQ – suggest rolling both Christmas proposals into one agreement for MAWA. MB agreed. Application approved Prepare a funding agreement for this project in combination with the Christmas Part funding and increase to \$5000 for Lighting Up Borrooloola Moved – SA Seconded – TC</p> <p>7.1.3. Carpentaria Transport – Training and Future Employment into Transport Industry Discussion:</p>	<p>POs to work with MAWA on the funding agreement to combine both Christmas projects – Lighting up Borrooloola and Children’s Christmas Party to the value of \$8600</p> <p>POs to continue discussions with Carpentaria Transport on how to further</p>

	<p>AB – questioned if the CBT will be here in ten years and if supporting a long-term project is a good idea.</p> <p>JQ – recognised there is a considerable amount of work required to establish this properly and suggest it should be in partnership with a local not for profit organisation. Proposes CBT requests more information from the applicant.</p> <p>MB – agreed that for it to be done properly, it needs to respond to the needs of the community. Suggested that the Board need to ensure they are targeting programs that people are interested in doing. Need more of an understanding of what the community want. DO agreed.</p> <p>JQ – recognized there are Government funded options for this kind of activity. Need to ensure it is viable. CBT could potentially subsidise to make it happen but there are other funding buckets available in remote locations for this.</p> <p>TC – agreed. In terms of the business development side of things it needs to be set up properly and establish all the right processes</p> <p>More information required.</p> <p>Board recommends the POs continue discussions with the applicant to develop the idea further. Not enough information for a decision to be made.</p> <p>7.1.4. Robinson River School – 3a Training for Robinson River Assistant Teachers</p> <p>JQ – happy to take on board and seek if there are other avenues for funding. Should be the Departments responsibility.</p> <p>Confirmation from Department of Education required.</p> <p>JQ to follow up with department to determine the options for funding for this. Board are happy for JQ to follow up.</p> <p>7.2. Current full applications</p> <p>7.2.1. Godinymayin Yijard Rivers Arts and Culture Centre – Four Clans Exhibition</p> <p>Discussion:</p> <p>Note – JQ and TC left the room for this discussion due to conflict of interest.</p> <p>Board recognized that the Arts Centre is doing really well and this is a great idea. All in support.</p> <p>Application approved.</p> <p>Moved – MB</p> <p>Seconded – ND</p> <p>7.2.2. Flinders University – Archaeology in Marra Country</p> <p>Discussion:</p> <p>MB – noted they have seen this application a few times. Noted it is a significant amount of money and there isn't a great understanding of the local benefits of the project. Recognises it is important to record this cultural heritage. The CBT do not have the skills among the Board members to determine the value of this project and other science related projects. Hard to understand the value for the community.</p> <p>MB recognized that the CBT need to ensure this kind of proposal is in line with that the local community want, is this a priority?</p> <p>AB – Agree with MB in terms of understanding the cultural side and the community benefit. Recording of history is important, but is it up to the CBT to support it. Don't want to be forced into this decision, needs to be considered properly and understood.</p> <p>SA – a lot is written about Garrwa/Yanyuwa but not much about Marra being recorded/written. The history is not being recorded.</p> <p>JG – suggestion that the decision is delayed until Sam Evans is available to discuss as the Marra representative. AB agreed.</p>	<p>develop the concept for local training and employment.</p> <p>JQ to speak to Department of Education to determine what options are available for support from the Government.</p> <p>POs to advise Flinders University of the Boards decision to defer the decision until further discussions can be held with representatives of Marra.</p>
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	<p>ND – this should be discussed with Sam and David are available because they are linked.</p> <p>TC – needs to have a clear project development plan and clear community consultation involved. Need to talk to the local community more to get the community benefit.</p> <p>Board recommendation is to defer decision until it can be discussed with SE and DH</p> <p>7.2.3. Orange Sky / MAWA – Laundries Maintenance and Operation Discussion: JQ – is this project going to be worthwhile, considering the amount requested. JG – asked how much MAWA is currently spending on washing machines. AF said \$55K is spent on replacing white goods. Recognised the Orange Sky equipment is larger and can do more (quilts etc.). TC – if CBT held property there would be for a laundromat to be established rather than the remote option. This could provide options for training through the laundromat. Potential business opportunity – service the town forever rather than a temporary option JQ – Concern regarding the sustainability of this program. What happens after the 12 months. Is the money better spent purchasing washing machines for the community. Recognise the health benefits but need to maximise the benefits. SA – definitely need a laundromat, irrespective of how big, how small, or the cost. JG agrees, just would like to see a more sustainable one AF – MAWA replacement program is unsustainable as it is currently operating. No current solution for ongoing break downs and replacement. Definitely require a larger option to get through the washing. MB – happy to support an option that will lead to a better health outcome. Need to understand what level of support is needed after the 12 months to keep the service operating. Does MAWA have the capacity to buy some, put somewhere and see how it operates. JQ – suggests a subsidy option for a washing machine in own house – the CBT can provide a ‘bursary’ for washing machines and determine the type of machine. AF – there is a training and employment opportunity for someone to be trained up to fix the machines then they break down. JQ – suggest MAWA consider another option and come back to the Board with another proposal. AF suggested the ‘Swap and Go’ option with training and employment for white goods servicing. Application not supported in its current form. POs to work with MAWA to develop a new proposal for a washing machine service/option, and consider the option for a ‘bursary’ type arrangement for the purchase of washing machines.</p> <p>7.2.4. MAWA/Outbush Photography – Read All About It, Savannah News Application approved. Moved – TC Secoded – MB</p> <p>7.2.5. Borroloola School – Two Way Learning Program 2022 Application approved. Moved – SA Secoded – ND</p> <p>7.3. Awaiting full applications</p> <p>7.3.1. Mabunji Li-Anthawittiyarra Sea Ranger Unit – Barge co-contribution</p> <p>7.3.2. Robinson River School – Early Years Playground</p> <p>7.3.3. Mabunji – Yanyula Town Square</p>	<p>POs to work with MAWA to develop a new proposal for a washing machine service/option, and consider the option for a ‘bursary’ type arrangement for the purchase of washing machines.</p> <p>POs to prepare letter to advise Orange Sky that the CBT will pursue other avenues for supplying laundry facilities to the community.</p> <p>POs to prepare letter to advise MAWA/Outbush Photography that they will support the Savannah News</p> <p>POs to prepare letter to advise Borroloola School that they will support the Two Way Learning Program 2022</p>
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8	Social and Economic Evaluation – KPMG	
	<p>JG provided introduction to KPMG JT and RD presented the evaluation of the seven priority projects. JQ requested that the JMF programs be split into the two projects so the benefits can be clearly seen between the two. DO asked what the methodology is and if it easy to benchmark against other methodologies in this space? And how does the average cost benefit ratio compare to other bodies? JT advised anything over 3.5 ratio is deemed to be good. The indicators vary and quality of data varies for each project. Some are calculated using avoided costs. Have made assumptions and educated guess of the direct contribution of each program. RD noted it is hard to retroactively assign value when it isn't embedded in the application process. Level of judgement used when benefit is attributed. JQ – would be good to look at the projects in the scientific space to see what the benefit is and establish the methodology for assessing new funding applications. Would also be valuable to understand how we have brought other people to the table to leverage funding.</p>	<p>POs to provide feedback to KPMG for consideration in the evaluation and continue working on the evaluation of projects.</p>
9	Annual Review & Priorities 2021-2022	
	<p>9.1. Annual Review for Approval DO suggests waiting for the accounts to be recognised before publishing the Annual Review. Annual Review endorsed in principle (once financials confirmed)</p> <p>9.2. Confirmation of priority investments 2021-2022 Priority investments confirmed</p>	<p>POs to confirm financials and update the Annual Review with any changes.</p>
10	CBT-led Developments – Plan C Updates	
	<p>10.1 Youth Strategy Board recommended engagement of KPMG Moved – TC Seconded – AB</p> <p>10.2 School Bursary Funding – approval of applications Board recommends confirming the names of the students with the Department of Education/local schools to ensure they are local students. Funding approved based on confirmation of the students Moved – AB Seconded – ND</p> <p>10.3 Borroloola Land Developments (update) Board support the decision to engage recommended tenderer Moved – MB Seconded – SA</p> <p>10.4 Community Bus (update) Trust funding is for 12 months. NTG is additional three years. JQ recommended ensuring the type of bus purchased meets the requirements of the NTG. POs to confirm funding agreement for the provision of first milestone payment.</p> <p>10.5 Borroloola Teleconference Facilities (update) JQ suggests writing letter from CBT to Cairns Industries to be actioned</p> <p>10.6 Borroloola Signage Strategy (update) Endorsement received from all the artists to use the signage</p>	<p>POs to advise the successful tenderer for the development of the Youth Strategy</p> <p>POs to confirm the names of students attending the boarding schools to ensure they are eligible to receive the bursary.</p> <p>POs to advise selected tenderer of decision.</p> <p>POs to confirm funding agreement for the provision of first milestone payment for Community Bus.</p> <p>POs to prepare letter to Cairns Industries requesting action regarding the teleconference facilities</p>

	<p>10.7 Borrooloola Showgrounds (update) POs will continue to provide updates to the Board as project progresses JQ suggests writing a letter to RGRC to relay disappointment of being excluded from the Local Authority meeting.</p> <p>10.8 Borrooloola Tourism Proposal (update) MB acknowledged it is good to start conversations. Need to ensure reliability and meeting customer expectations in the provision of tours. JQ suggested seeing what the appetite is for the arts centre to be incorporated in its own right. The board support the POs to continue having discussions regarding the development of a tourism proposal for Borrooloola.</p>	<p>POs to prepare letter to RGRC providing feedback regarding the exclusion of the CBT from the Local Authority meeting</p> <p>POs to continue engagement with local organisations regarding the establishment of tourism in Borrooloola</p>
11	Other business	
	<ul style="list-style-type: none"> • Borrooloola Swimming Pool – SA The Borrooloola Pool is unable to open unless there is a lifeguard/attendant available. The availability of pool staff is inconsistent. JQ recommends the CBT send a letter to RGRC asking them to provide information regarding the pools opening hours, community expectations, as well as their sport and recreation strategy to inform upgrades to the pool. • Nomination of Buchanan Bates for Young person of the Year – nominated on behalf of the CBT Supported. 	POs to prepare letter to RGRC regarding the pool operations and expectation of the community
12	Meeting Close	
Meeting closed 3:40pm	<p>JQ thanked SCG for his contribution to the Trust as Project Officer.</p> <p>JQ closed the meeting and thanked everyone for 2021 and wished a Merry Christmas.</p>	
13	Summary of actions arising	
	<ol style="list-style-type: none"> 1. The board agree in principle to the changes set out in the board pack and request that NTG and MRM formally approve the changes. 2. POs to make contact with vendor to find out where the process is at 3. POs to advise Mabunji that the request to extend Fauna Surveys program to 2023 approved 4. POs to keep track of final milestone report and payment to be made for Cancer Council program 5. POs to follow up on signage to recognise CBT in contributing to Mungoorbada Facilities upgrades 6. POs to advise school of Board decision to approve change of scope request for Borrooloola School Two Way Learning 7. Deadly Cutz Program to be cancelled – POs to advise Deloitte 8. POs to send discussion paper regarding the Borrooloola Showgrounds upgrades and signage strategy documentation to MG for review and consideration for next RGRC Local Authority meeting. 9. POs to work with MAWA on the funding agreement to combine both Christmas projects – Lighting up Borrooloola and Children’s Christmas Party to the value of \$8600 10. POs to continue discussions with Carpentaria Transport on how to further develop the concept for local training and employment. 11. JQ to speak to Department of Education to determine what options are available for support from the Government. 12. POs to advise Flinders University of the Boards decision to defer the decision until further discussions can be held with representatives of Marra. 	

	<ol style="list-style-type: none"> 13. POs to work with MAWA to develop a new proposal for a washing machine service/option, and consider the option for a 'bursary' type arrangement for the purchase of washing machines. 14. POs to prepare letter to advise Orange Sky that the CBT will pursue other avenues for supplying laundry facilities to the community. 15. POs to prepare letter to advise MAWA/Outbush Photography that they will support the Savannah News 16. POs to prepare letter to advise Borroloola School that they will support the Two Way Learning Program 2022 17. POs to provide feedback to KPMG for consideration in the evaluation and continue working on the evaluation of projects. 18. POs to confirm financials and update the Annual Review with any changes. 19. POs to advise the successful tenderer for the development of the Youth Strategy 20. POs to confirm the names of students attending the boarding schools to ensure they are eligible to receive the bursary. 21. POs to advise selected tenderer for Land Development of decision. 22. POs to confirm funding agreement for the provision of first milestone payment. 23. POs to prepare letter to Cairns Industries request action regarding the teleconference facilities 24. POs to prepare letter to RGRC providing feedback regarding the exclusion of the CBT from the Local Authority meeting 25. POs to continue engagement with local organisations regarding the establishment of tourism in Borroloola 26. POs to prepare letter to RGRC regarding the pool operations and expectation of the community 	
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