



**McARTHUR RIVER MINE  
COMMUNITY BENEFITS TRUST**

**Minutes – MRM CBT Board Meeting  
23 November 2022**

**Venue:** McArthur River Mine Board Room

**Present:** Alan Baker (AB)  
Emily Evans (EE)  
Elizabeth Gillett (EG)  
Nikita Baker (NB)  
Corrine Coombes (CC)  
Marlene Karkadoo (MK)  
Stan Allen (SA)  
Jake Quinlivan (JQ)  
Adam Hatfield – MRM Proxy (AH)  
Mike Burgess (MB)  
Tracy Jones (TJ) MRM  
Andrew Firley (AF) MAWA Coordinator

**Presenters:** Tim Maddock, Deloitte  
Julia DaSilva, BT  
Marc Gardner, Roper Gulf Regional Council  
Debbie Reeves, AICD

**Apologies:** Samuel Evans (SE)  
Noel Dixon (ND)  
David Harvey (DH)  
Matt O’Neill (MO)  
Toni Tapp Coutts (TTC)

#	Agenda Item / Action	Outcome / Action
<b>1</b>	<b>Welcome and Introductions</b>	
<b>Meeting start: 11:02am</b>	<p>1.1. <b>Welcome / Acknowledgment of Country</b>            AB Welcome to Country            Acknowledgement of Marlene Karkadoo and Jake Quinlivan as Co-Chairs for the meeting            JQ acknowledged SA's long serving position on the CBT Board and advised that after discussing with SA, he will be transitioning out of the position of Community Representative            The Board agree to arrange a celebration / recognition of Stan's contribution to the Board and Community</p>	<p>POs to work with SA on establishing a celebration / recognition of Stan's contribution to the Board</p> <p>POs to prepare letter for SA reaffirming discussion</p>
<b>2</b>	<b>Minutes and Actions from previous meeting</b>	
	<p>2.1. TJ/PO to advise if MRM has ratified changes <b>In progress</b>            2.2. POs to follow up on Media Release once MRM ratifies changes <b>In progress – with NTG for review</b>            2.3. BT Investments and Deloitte to present at the AGM in October <b>Complete – today's meeting</b>            2.4. POs to draft letter to RGRC relating to completion of Sports Courts and funding remaining <b>In progress – awaiting confirmation from RGRC on CBT's contribution</b>            2.5. POs to prepare and submit ABA Grant Application <b>Complete</b>            2.6. POs to seek more information about what the Native Bush Medicine Program involves and more detailed financial information <b>In progress</b>            2.7. POs to provide feedback to BARC on their application and seek additional information <b>In progress – refer applications</b>            2.8. POs to prepare letters to applicants advising of the outcomes of the EOIs <b>Complete</b>            2.9. POs to provide feedback to Mabunji on applications for Upskilling for Future and Yanyula Town Square <b>Complete – refer applications</b>            2.10. POs to prepare letters to applicants advising of the outcomes of the Full Applications <b>Complete</b>            2.11. POs/TJ to refine the application process to respond to Board's issues <b>In progress – refer Board Paper</b>            2.12. POs to implement a complaints process for the CBT Not complete            2.13. POs to resend letter sent to Education Minister in October 2021 to Directors <b>Complete</b>            2.14. POs to provide bursary guidelines to Directors <b>Complete</b>            2.15. POs to consider more promotion of bursary and redistribute media release <b>In progress</b>            2.16. POs to advise School of the Air of decision <b>Complete</b>            2.17. POs to follow up on the Place Names Committee <b>In progress</b>            2.18. POs to follow up with Directors on Director ID <b>In progress</b>            2.19. POs to arrange photography for November meeting <b>Complete</b>            2.20. POs to send date claimer for next Board Meeting <b>Complete</b>            2.21. POs to advise Cozens Johansen of Board's response <b>Complete</b></p>	<p>Remove comment from 8.1.1 of minutes and reissue</p>
<b>3</b>	<b>Finance and Operations</b>	

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	<p><b>3.1. Quarterly Board Report</b> Report accepted JG provided overview of why Cancer Council project has not been acquitted. JQ advised Board to write to them and advise the project was not completed to the Boards satisfaction and project is now complete.</p> <p><b>3.2. Term Deposit</b> <b>The Board resolved to reinvest an agreed amount for a period of 4 months as per the rates provided.</b> <b>Moved – AB</b> <b>Seconded – SA</b></p> <p><b>3.3. BT Investments Update</b> Julia provided overview of the volatility and uncertainty in the market. Performance of the fund has not been great. Plans to diversify the portfolio. JQ advised that the Board will be reassessing the investment options for the Trust.</p> <p><b>3.4. Board decision on Investment Strategy</b> JG provided overview of the purpose of the Investment Strategy as a requirement under the legal framework. MB noted the submissions received were not suitable for the purpose of making a decision. MB suggests establishing a sub-committee to determine the best approach for the Investment Strategy. This subcommittee would do own investigations into organisations.</p> <p><b>The Board resolved to establish a sub-committee to advise on the Investment Strategy. Committee selected – MB, NB, CC, JQ and MK</b> <b>Moved – EE</b> <b>Seconded – AB</b></p>	<p>POs to advise Deloitte of the decision regarding the Term Deposit</p> <p>POs to initiate out of session discussion with the Investment Committee</p>
4	<b>Three Year Plan</b>	
AH left meeting 11:57am	<p>JG provided overview of three-year plan and how it is developed. Requested aspirations and priorities from Directors.</p> <p><b>Discussion:</b> SA – need for more housing. Major issue for the community. JQ noted the NTG is responsible for housing. MK – reviving culture through the arts. Archiving languages. Music, dance, stories. Hospital and health care improvements. JQ – reiterated what the Trust can and cannot support. What is the responsibility of the Trust vs Government responsibility. CBT can help to lobby and leverage other funding but not be the lead on some projects. EE – Greening and agriculture opportunities. Nursery in town. Town improvements, e.g. Street trees. AF – revive bus service. NB – supporting events, establishing events committee, events trailer. Support for university students, such as a bursary or apprenticeships. Preserving culture and traditional events and activities EE – supporting kids in school holidays with more holiday programs. Getting kids back on country and connecting with country. Cultural camps. Transport to get out during school holidays.</p>	POs to update the Three-Year Plan with outcomes of the meeting and recirculate to Directors

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	<p>EG / EE – Local transport company – ‘Deadly Ladies Transport’. Allocate drivers and dedicate funding. Establish proper policies and rules.  CC – transport option would cover across a lot of the priorities. E.g. weekend and holiday activities. Culture activities.  JQ – bus service needs to be super considered and planned out. Has been issues in the past.  JQ – CBT development should be in the middle of everything – it is the main goal over the next three years. It is the core to what the CBT do and covers a lot of the focus areas.  SA – upgrades to oval – lights. Accommodation – need accommodation available for people visiting. e.g. sports events  JQ – need to ensure strategies are put in place to support and realise the priorities  TJ – job creation. Barriers for people working at the mine is literacy and numeracy. Is there an opportunity for CBT to support this.  AB – identifying people to contribute to activities and events – there is only a handful of people who contribute and get things done. Need to support these people and be acknowledged. JG – is there a way to pay them for these events and activities?  AB – preserving language and culture. Clear view towards young people and improving literacy and numeracy for people.  JQ – suggest a nomination process for each quarterly board meeting of someone who has contributed something great to the board / community and do something creative to acknowledge them. JG – e.g. a pre-paid visa gift. Acknowledge the volunteers who contribute on a regular basis. Work with POs / TJ on creating an acknowledgement/gift.  Call for nominations from board and on social media ahead of each meeting.  EE – support for changing street names. Searcy Street and Broad Street in Borroloola are offensive names – CBT to provide support in changing street names through the Place Names Committee. JQ advised this would need support from RGRC, NLC, CBT, School Council. There are mechanisms to change names of streets and places formally.  JQ – suggest writing a letter to the NTG for an update on the progress of the housing commitment in the subdivision. Board agreed to this suggestion.</p> <p><b>The Board resolved to adopt the Annual Priorities as outlined in the Board presentation.</b>  <b>Moved – CC</b>  <b>Seconded – NB</b></p>	<p><b>POs to work with TJ on creating an acknowledgement/gift for people who have contributed to the community</b></p> <p><b>POs to investigate changing street names through Place Naming Committee and what CBT can do to support the request</b></p> <p><b>POs to draft letter to the NTG requesting update on the housing in the subdivision</b></p>
<b>5</b>	<b>Youth Strategy</b>	
<b>MB left meeting 1:00pm</b>	<p>JG provided overview of the Youth Strategy developed by KPMG and outlined the next steps and the proposed options for implementing the strategy.  Three options were presented to the Board.</p> <ol style="list-style-type: none"> <li>1. Set up independent entity</li> <li>2. School auspice</li> <li>3. Wait for Searcy St</li> </ol> <p>Board agreed that after school activities are definitely needed for the community.  AB – like the idea of second option with the school and then when CBT development is operational, move it there</p>	<p><b>POs to send copy of Youth Strategy to Directors</b></p> <p><b>POs to work with TJ on terms of contract</b></p>

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AH returned to meeting	<p>JQ – preference is for option 1. Invest more money to purchase house and create the entity. Coordination is a key issue – need to have it as a separate entity rather than within another entity. If entity has the house, it remains with the youth entity and no one can touch it. Issues with NTG housing allocation. Risks associated with option 2. AB noted understanding of this perspective.</p> <p>JQ – need to establish a self-sufficient arrangement that is separate to government so it has more community ownership.</p> <p>JG – there are issues with buying a house and having a standalone operator. TJ agreed – who will manage the person.</p> <p>NB – should be its own entity however the school option is attractive because of the HR management and other support.</p> <p>JG – suggested option 2 for 12 months rather than 2 years.</p> <p>TJ – consider option to employ someone through consultancy/third party.</p> <p><i>Note – JG and HS left room for board discussion.</i></p> <p>JQ – option for Plan C to put in a proposal to set up the entity / governance and employ a youth coordinator through Plan C. The CBT can allocate more funds to it for this option. Buy a house and car and create a position. TJ to consider any contract issues with this option.</p> <p>JQ – everyone is keen to progress with implementing the youth program but want more control on how successful it can be – need to get the foundations right.</p> <p>MK – this option allows focus on more than just school aged children. Broader youth involvement and opportunity to engage with people not involved with the school.</p> <p>AB – can also engage more with other services.</p> <p>JQ – number one priority for the community – increased costs at the front end but better long-term product</p> <p>EE – clarification on the difference between this position and the Roper Gulf Regional Council position. AB – this service will be community owned rather than attached to an organisation.</p> <p><b>The board resolved:</b></p> <ol style="list-style-type: none"> <li><b>1. For the CBT to seek a proposal from Plan C to provide services (specifics to be confirmed) to establish the youth service for the community;</b></li> <li><b>2. CBT to engage with MRM to ensure there is no conflict of interest for contractual arrangements with Plan C outside of the scope of the Project Management services;</b></li> <li><b>3. In principle support to purchase a house and vehicle on top of the establishment costs to support the most suitable option for implementing the youth strategy</b></li> </ol> <p><b>Moved – AB</b> <b>Seconded – EE</b></p>	<p><b>POs (Plan C) to consider the resolution made by the Board for provision of services or consider alternative model to meet director aspirations for the service establishment and delivery</b></p>
6	Searcy St	
	<p>JG – provided overview of current activities and next steps. Recommendation to engage a Client Representative and continue with Project Management Services from Louw Group</p> <p>EE / JG – advised the property will no longer be referred to as ‘Searcy Street’ and titled ‘CBT Development’ in all collateral and communication moving forward</p>	<p><b>POs to seek formal quote from Louw Group for the next scope of works</b></p>

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	<p>JQ – advised the process for name changing through Place Naming Committee</p> <p><b>The board resolved to commit to the approach proposed in the meeting, including engaging a client representative and continuing with Louw Group as Project Managers based on formal proposals being received for consideration at the February 2023 board meeting</b></p> <p>Moved – EG Second – SA</p>	<p><b>POs to seek a formal quote from proposed client representative</b></p> <p>POs to engage with NTG on name changing process</p>
7	<b>RGRC Updates</b>	
	<p><b>Presentation – Marc Gardner and Sam Evans, Roper Gulf Regional Council</b></p> <p><b>7.1. RGRC Sports Courts / Cyclone Shelter</b> Update on Borrooloola cyclone shelter and sports courts. Court requires resurfacing and some gutter replacements. Cyclone shelter tenders closed and expected to being construction early next year.</p> <p>JQ – it is of the opinion of the Board that the CBT commitment of the project is complete and project delivered. Once the resurfacing of the court is complete, the project should be acquitted. NTG and RGRC should now submit required information to CBT to acquit the payments.</p> <p><b>7.2. Borrooloola Showgrounds</b> No update</p> <p><b>7.3. Vet Program</b> Program continuing. Next visit March 2023.</p> <p><b>7.4. Other projects</b> n/a</p>	<p><b>POs to work with RGRC on the acquittal of the Sports Courts project</b></p>
	<b>Current Grants / Project Management</b>	
	<p><b>POs provided updates on current grants.</b></p> <p><b>8.1. Completed Grant Projects</b></p> <p>8.1.1. RGRC/Moriarty Foundation – Katherine Soccer Excursions</p> <p>8.1.2. MAWA – Christmas Events 2021 – second milestone of \$3,600 to be rescinded</p> <p>8.1.3. Vulcana Women’s Circus – Youth circus and empowerment – to be rescinded</p> <p><b>8.2. Approved Grant Projects</b></p> <p>8.2.1. John Moriarty Foundation (extension) – acquitted up to Milestone 5</p> <p>8.2.2. Artback NT Remote Arts and Culture Program 2020-2023 – acquitted up to Milestone 4</p> <p>8.2.3. Monash Uni – Visualisation of Songlines - acquitted up to Milestone 4 – expected to be launched early next year</p> <p>8.2.4. Mabunji Li-Anthawittiyarra Sea Ranger Unit – Fauna Monitoring on Maria and North Island NT - acquitted up to Milestone 5</p>	<p><b>POs to formally rescind MAWA Christmas final payment</b></p> <p><b>POs to prepare letter for Vulcana Circus to rescind project</b></p>

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	<p>8.2.5. Cancer Council – Closing the Gap in Aboriginal Australia - acquitted up to Milestone 3</p> <p>8.2.6. Katherine Women’s Legal Service – acquitted to Milestone 2</p> <p>8.2.7. Borroloola Football and Sporting Club – Borroloola AFL 2021 – acquitted to Milestone 3</p> <p>8.2.8. Flinders University - Yanyuwa Rock Art Book – acquitted to Milestone 2 – to be published February 2023</p> <p>8.2.9. Borroloola School Breakfast Program 2021-2024 – acquitted to Milestone 3</p> <p>8.2.10. RGRC Sports Courts – acquitted to Milestone 1 – awaiting update from RGRC</p> <p>8.2.11. RGRC Healthy Pets Healthy Communities 2022-2024 – acquitted to Milestone 2</p> <p>8.2.12. Borroloola School - Two Way Learning 2022 – acquitted to Milestone 2</p> <p>8.2.13. MAWA/Outbush Photography – awaiting funding agreement</p> <p>8.2.14. Waralungku Arts – Training and Events – acquitted to Milestone 2</p> <p>8.2.15. MAWA – Scrap Metal Clean Up – acquitted to Milestone 1 – on hold</p> <p>8.2.16. MAWA – NAIDOC Events - acquitted to Milestone 1</p> <p>8.2.17. Mungoorbada Aboriginal Corporation – Cuts for Clans – acquitted to Milestone 1</p> <p>8.2.18. Many Rivers Microfinance - Microenterprise Development Support to Borroloola and surrounding area - awaiting funding agreement</p> <p>8.2.19. MAWA – Back Roads Bush Tracks 2022 – awaiting funding agreement</p> <p>8.2.20. MAWA – Broke n Spanners – agreement executed</p> <p>8.2.21. MAWA – Christmas Lights 2022 – awaiting funding agreement</p> <p><b>8.3. Commitments / In-Principle</b></p> <p>8.3.1. Waralungku Arts – Coffee Table Book</p> <p>8.3.2. Flinders University – Archaeology on Marra Country – awaiting confirmation of co-funding and funding agreement (expected December 2022)</p>	<p><b>POs to prepare letter for Cancer Council regarding final milestone</b></p>
<b>9</b>	<b>Future Grants / Applications</b>	
	<p><b>9.1. Expressions of Interest</b></p> <p><b>9.1.1. John Moriarty Foundation – Borroloola School and Robinson River school program</b></p> <p>Board queried if there is funding available elsewhere. JQ provided overview of previous issues with JMF to the board. Board have requested additional information</p> <ul style="list-style-type: none"> <li>• Understand how much of the program is provided in school time and how much is after school program. The Board would like to see more focused after school and ensure they are not doing the job of the NTG.</li> <li>• Ensure it is available to all kids in the community</li> <li>• Re-cost based on six month program</li> <li>• Does the program provide local employment opportunities</li> </ul> <p>SA – should support everything for young people.</p>	<p><b>POs to provide feedback to JMF and ask to resubmit with more information</b></p> <p><b>POs to prepare letters to applicants advising of outcomes of EOIs and applications</b></p>

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	<p>Decision: Board will support a six month trial of an after school program and would like to see funding provided from elsewhere</p> <p><del>9.1.2. Borrooloola School – School oval community upgrade – withdrawn</del></p> <p>9.1.3. <b>Borrooloola School – Two Way Learning Program 2023-2025</b>  SA – support anything for the kids.  JQ – request a breakdown of the budget and costs  EE – acknowledged that the family fun days are really supported  <b>Decision: Approved for Full Application</b></p> <p>9.1.4. <b>Borrooloola Amateur Race Club – Facility upgrades</b>  Board requested quotes for the upgrades to ensure the funding requested is accurate  JQ / AH – Board would like to see additional funding sought and will match the funding. CBT funding can be used to leverage other funding  EG – upgrades are definitely needed there  <b>Decision: Approved in-principle to provide 50% of the funding requested, based on funding being sought elsewhere</b></p> <p>9.1.5. <b>Jarrdimba Bayamku (Strengthening the Children) Aboriginal Corporation – Seven Emu Infrastructure</b>  JQ suggest to approve as it.  <b>Decision: Approved as full application</b>  <b>Moved – CC</b>  <b>Seconded – EG</b></p> <p>9.1.6. <b>Borrooloola Health Clinic</b>  Note – MK left room due to conflict of interest.  Ensure acknowledgements of CBT and invitations to board members to attend opening.  <b>Decision: Approved as full application</b>  <b>Moved – CC</b>  <b>Seconded – EG</b></p> <p>9.1.7. <b>Early Years Services Network</b>  Clarify who the entity is receiving the funds.  <b>Decision: Approved as full application</b>  <b>Moved – NB</b>  <b>Seconded – EE</b></p> <p>9.2. <b>Current full applications</b></p> <p>9.2.1. <b>Waralungku Arts Centre – Accessibility and Maintenance</b>  Note – NB, CC, EG left room due to conflict of interest.  JQ – good they are seeking other contributions.  <b>Decision: Approved</b>  <b>Moved – AB</b>  <b>Seconded – EE</b></p> <p>9.2.2. <b>Artback NT – Remote Arts and Culture Program – request for additional funding for the next 12 months</b></p>	<p>POs to provide feedback to BARC on sourcing other funding</p> <p>POs to seek clarification on why previous funding has</p>



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	<p>Note – MK left room due to conflict of interest.            JQ – question if funding is available elsewhere. CBT shouldn't be the only ones to cover cost escalations. Need to ask why other funding has ceased and seek evidence of other funding being sought.            TJ – expectation that Trust will continue funding.            JQ – suggest providing half of funding based on funding being sought elsewhere.            AB – need to understand the benefits and keep supporting local community and youth. More focus on learning and cultural sharing – make sure it is community based.  <b>Decision: Approved in principle for up to 50% of the requested amount, based on funding being sought elsewhere</b>  <b>Moved – SA</b>  <b>Seconded – EE</b></p> <p><b>Awaiting full applications</b>  <b>9.3.1. Mabunji – Yanyuwa Town Square</b>  <b>9.3.2. Mabunji – Upskilling for Future</b></p>	<p><b>ceased and provide feedback to Artback NT on boards decision</b></p>
	<p><b>Governance Training</b></p>	
	<p><b>Presentation: Debbie Reeves – AICD</b></p> <p>Provided overview of the short course options. There is interest from the Board for Governance Foundations training. POs to arrange training for 2023.</p>	<p><b>POs to continue conversation with AICD on governance training opportunities</b></p>
<p><b>10</b></p>	<p><b>CBT - led</b></p>	
	<p><b>Academic Assistance Bursary – new applications and updates</b>  <b>Applications approved.</b>  <b>Moved – MK</b>  <b>Second – NB</b></p> <p><b>Engagement of creative services agency for promotion/awareness of Trust</b></p> <p>JQ provided background to the need for the creative services agency – improving education and communication about the Trust.            CC – changing perceptions of the Trust, what it is and what it does. AB agreed.            AH – the Board is operating so well. Need to get information out there.            TJ advised she can work with POs on the potential service provision.            NB – should get more signage to provide to applicants to use for projects.            MK – can do promotional videos and interviews  <b>The board resolved to support engaging a creative services agency to provide the scope of works requested.</b>  <b>Moved – NB</b>  <b>Seconded – EE</b></p>	<p><b>POs to advise bursary applicants of decision.</b></p> <p><b>POs to work with TJ on the scope of services for the creative agency</b></p>
<p><b>11</b></p>	<p><b>Other Business</b></p>	

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	<ul style="list-style-type: none"> <li>• Director Requirements ABRS – Director Identification Number</li> </ul> <p>POs provided update on the status of Director IDs. Continuing to progress.</p> <p>JQ closed the meeting and thanked the Board for a great year.</p> <p><b>Meeting closed 4:20pm</b></p>	
	<p><b>Summary of actions arising</b></p>	
	<ol style="list-style-type: none"> <li>1. POs to work with SA on establishing a celebration / recognition of Stan’s contribution to the Board</li> <li>2. POs to prepare letter for SA reaffirming discussion</li> <li>3. Remove comment from 8.1.1 of minutes and reissue</li> <li>4. POs to advise Deloitte of the decision regarding the Term Deposit</li> <li>5. POs to initiate out of session discussion with the Investment Committee</li> <li>6. POs to update the Three-Year Plan with outcomes of the meeting and recirculate to Directors</li> <li>7. POs to work with TJ on creating an acknowledgement/gift for people who have contributed to the community</li> <li>8. POs to investigate changing street names through Place Naming Committee and what CBT can do to support the request</li> <li>9. POs to draft letter to the NTG requesting update on the housing in the subdivision</li> <li>10. POs to send copy of Youth Strategy to Directors</li> <li>11. POs to work with TJ on terms of contract</li> <li>12. POs (Plan C) to consider the resolution made by the Board for provision of services or consider alternative model to meet director aspirations for the service establishment and delivery</li> <li>13. POs to seek formal quote from Louw Group for the next scope of works</li> <li>14. POs to seek a formal quote from proposed client representative</li> <li>15. POs to engage with NTG on name changing process</li> <li>16. POs to work with RGRC on the acquittal of the Sports Courts project</li> <li>17. POs to formally rescind MAWA Christmas final payment</li> <li>18. POs to prepare letter for Vulcana Circus to rescind project</li> <li>19. POs to prepare letter for Cancer Council regarding final milestone</li> <li>20. POs to provide feedback to JMF and ask to resubmit with more information</li> <li>21. POs to prepare letters to applicants advising of outcomes of EOIs and applications</li> <li>22. POs to provide feedback to BARC on sourcing other funding</li> <li>23. POs to seek clarification on why previous funding has ceased and provide feedback to Artback NT on boards decision</li> <li>24. POs to continue conversation with AICD on governance training opportunities</li> <li>25. POs to advise bursary applicants of decision.</li> <li>26. POs to work with TJ on the scope of services for the creative agency</li> </ol>	