



**McARTHUR RIVER MINE  
COMMUNITY BENEFITS TRUST**

## **Minutes – CBT Board Meeting September 1, 2021**

**Venue:** MRM Board Room, Mine

**Present:** David Oestreich (DO) – online  
Jake Quinlivan (JQ)  
Toni Tapp Coutts (TC)  
Mike Burgess (MB) – online  
Alan Baker (AB)  
David Harvey (DH)  
Noel Dixon (ND)  
Sam Evans (SE)  
Jim Gleeson (JG) Project Management – online  
Sam Charles Ginn (SCG) Project Management – online  
Hayley Seears (HS) Project Management – online  
Tracy Jones (TJ)  
Rebecca Gentle (RG)

**Presenters:** Patrick Cozens (PC) – Cozens Johansen Lawyers  
Tim Maddock (TM) – Deloitte, Finance and Operations

**Apologies:** Andrew Firley (AF) MAWA Coordinator  
Stan Allen (SA)

#	Agenda Item / Action	Outcome/Action
1	<b>Welcome and Introductions Chair</b>	
	<p><b>1.1 Welcome / Acknowledgment of Country</b> AB</p> <p><b>1.2 Members Present</b> Introductions to members and new Director, Toni Coutts</p> <p><b>1.3 Apologies</b> Andrew Firley, Stan Allen</p> <p><b>1.4 Other business</b> Board observed a minute's silence held for the memory of Mr Friday Appointment of interim Chairperson – JQ nominated, DO seconded</p>	
2	<b>Trust Legal Framework Review</b>	
	Refer Appendix	
3	<b>Minutes and Actions from previous meeting</b>	
	<p><b>3.1</b> PO's will share information about the vaccination program on MRM CBT Facebook page (Contact Carrie for the information) <b>Completed</b></p> <p><b>3.2</b> PO's to update the Annual Plan with outcomes of the session. This will include identified programs and a budget. This will also include a Prospectus to identify potential co-funding options. <b>Completed</b></p> <p><b>3.3</b> PO's to investigate the function and status of the Batchelor Institute. <b>In Progress</b></p> <p><b>3.4</b> PO's to prepare a board paper on the opportunity for a men's space. This will also consider the need for a Safe House. <b>In Progress</b></p> <p><b>3.5</b> PO's to investigate option for an evaluation of projects/programs to be presented to the Board. <b>Refer Board Paper</b></p> <p><b>3.6</b> DO to provide PO's with KPMG document and PO's to follow up briefing paper from legal firm for next meeting <b>Refer Presentation</b></p> <p><b>3.7</b> PO's to determine if the Basketball Courts project is still in the scope of what was agreed in the funding agreement between the CBT and RGRC, and propose a way forward to renegotiate the funding agreement. <b>Completed</b></p> <p><b>3.8</b> PO's to request reconciliation from RGRC for that the \$300k already provided has been spent on. <b>Completed – Milestone 1 – Inception amount (Design and Development)</b></p> <p><b>3.9</b> PO's to investigate providing hoarding signage with CBT Logo for the construction of sports court roof. <b>Completed – refer CBT-led Developments</b></p> <p><b>3.10</b> MG to send PO's masterplan for showground – <b>PO follow up Completed</b></p> <p><b>3.11</b> PO's to invite Dr Phelan to submit application for the Vet Program for the next board meeting <b>Completed</b></p> <p><b>3.12</b> PO's to draft letter to Minister of Education to advise them of this program and investigate the launch of the program with the schools. <b>In Progress</b></p> <p><b>3.13</b> PO's to prepare an Out of Session board paper with proposed development model and governance process to pursue the Searcy Street option. <b>Refer Board Paper</b></p> <p><b>3.14</b> PO's to send details of suppliers for Design and Development to Andrew. <b>Completed</b></p>	<b>Minutes and actions from last meeting approved</b>

	<p><b>3.15</b> PO's to progress transfer of ownership of the bus to MAWA. <b>Cancelled – refer CBT-Led Developments</b></p> <p><b>3.16</b> TJ to confirm compliance requirements for maintenance of the bus. <b>Completed</b></p> <p><b>3.17</b> PO's to provide updated information on the Sports Courts funding once agreement is renegotiated. <b>In Progress – refer RGRC updates</b></p> <p><b>3.18</b> DO to distribute information from BT Investments to the Board. <b>In Progress</b></p> <p><b>3.19</b> DO/PO's to investigate the potential of other investment funds for presentation at the next meeting. <b>In Progress</b></p> <p><b>3.20</b> PO's to continue to investigate the issues with support provided by Cancer Council. Update to be provided at next meeting. <b>In Progress</b></p> <p><b>3.21</b> PO's to provide notice to Kiana School that the program is closed. <b>Completed</b></p> <p><b>3.22</b> PO's to send logo for Mabunji and CBT to Buchanan for guernsey design <b>Completed</b></p> <p><b>3.23</b> PO's to continue follow up with funding agreement <b>Completed</b></p> <p><b>3.24</b> AF to provide a quote for the infrastructure/telecommunications <b>In Progress</b></p> <p><b>3.25</b> PO's to draft letters advising of outcomes of EOIs. <b>Completed</b></p> <p><b>3.26</b> PO's to prepare out of session paper for approval for 7 Emu Power Works <b>Completed</b></p> <p><b>3.27</b> PO's to ensure JMF is aware this is the end of the funding as per previous advice. <b>Completed</b></p> <p><b>3.28</b> PO's to invite JMF to present outcomes of program at next board meeting. <b>Refer Board Pack – presentation provided</b></p> <p><b>3.29</b> PO's to find out how many copies of the Yanyuwa Rock Art book are going to be available and how they will be distributed. Update to be provided at next meeting. <b>Completed – 700 copies, potential global distribution through marketing and networks</b></p> <p><b>3.30</b> PO's to ensure funding agreement includes that they are documenting the outcomes and social benefits <b>Ongoing</b></p> <p><b>3.31</b> MB to provide update to the board after discussions with university regarding Bush University <b>In Progress</b></p> <p><b>3.32</b> PO's to advise the school of the reasoning for not approving the funding for the staff <b>In Progress</b></p> <p><b>3.33</b> TJ to look into arrangement for Director's flights <b>In Progress</b></p> <p><b>3.34</b> PO's to look into models to allow payment of sitting fees for directors and prepare Board Paper for next meeting <b>Refer Legal Framework Review</b></p> <p><b>3.35</b> PO's to follow up with RGRC on the Sports Courts funding agreement and determine what they plan to spend the money on. Update and options to be provided at next meeting. <b>Completed</b></p> <p><b>3.36</b> PO's to invite Mabunji to present project at next meeting. <b>Deferred for future meeting</b></p>	<p><b>POs to prepare a letter to send to the Borrooloola School requesting a status update on each of their projects</b></p>
4	<p><b>Presentation – Tim Maddock, Deloitte – Finance and Operations</b></p>	
	<p><b>4.1</b> Quarterly Board Report No comments</p> <p><b>4.2</b> Other Matters – Term Deposit TM advised it has slightly improved based on market expectations</p> <p><b>4.3</b> Other Matters – Deloitte Engagement Letter – {further discussed in other business} TM advised this is consistent with last year</p>	<p><b>Report accepted</b></p>

5	Current Grants / Project Management	
	<p>5.1 <b>Completed Grant Projects</b></p> <p>5.1.1 Kiana School Breakfast Program (discontinued)</p> <p>5.1.2 MAWA – Back Roads Bush Tracks Riding Program</p> <p>5.2 <b>Approved Grant Projects</b></p> <p>5.2.1 Borroloola School Breakfast Program – acquitted up to Milestone 5  <b>Discussion:</b>  JQ – suggested he will speak to Department of Education (NTG) to clarify the circumstances of funding  <b>POs to seek information from the school on the status of the Breakfast Program. JQ to talk to Department of Education regarding funding for staff for the Breakfast Program</b></p> <p>5.2.2 John Moriarty Foundation (extension) – agreement executed  <b>Note</b> – presentation update provided in Board Pack</p> <p>5.2.3 Artback NT Remote Arts and Culture Program 2020-2023 – acquitted up to Milestone 1</p> <p>5.2.4 Vulcana Women’s Circus – Youth Circus and empowerment - acquitted up to Milestone 1</p> <p>5.2.5 Monash Uni – Visualisation of Songlines - acquitted up to Milestone 3</p> <p>5.2.6 Mabunji Li-Anthawittiyarra Sea Ranger Unit – Fauna Monitoring on Maria and North Island NT - In progress - acquitted up to Milestone 3  <b>POs to contact Mabunji and suggest commemoration of Mike Reed in the Fauna Monitoring on Maria and North Island publication</b></p> <p>5.2.7 Cancer Council – Closing the Gap in Aboriginal Australia - acquitted up to Milestone 3</p> <p>5.2.8 Garawa Plant and Animal Book - awaiting first invoice  <b>POs to follow up on publication of Garawa Plant and Animal Book and confirm distribution of copies to the CBT and community</b></p> <p>5.2.9 Katherine Women’s Legal Service – acquitted to Milestone 2</p> <p>5.2.10 Borroloola Football and Sporting Club Inc – Borroloola AFL – acquitted up to Milestone 3  <b>Discussion:</b>  Local directors are in support of having local games. Need to get the games happening in Borroloola to reduce risk for the boys having to travel so far SE – buses. Need buses available for the community, not just Thunders.  Accountability for the MAWA bus.  JQ – need to ensure a more sustainable model to build their own capacity. Also need to ensure they are providing a co-contribution and putting back into it themselves  JG – noted the POs will be doing a handover to the Thunders  <b>POs to follow up with Thunders on registration fees as required by the milestone reporting</b></p> <p>5.2.11 Mungoorbada Aboriginal Corporation – BMX Bikes – acquitted to Milestone 1</p> <p>5.2.12 Wunala Creche - Learning Environment design and implementation – acquitted up to Milestone 1</p> <p>5.2.13 Borroloola Clinic – Health Outreach Trailer – acquitted up to Milestone 1</p>	<p><b>POs to seek information from the school on the status of the Breakfast Program</b></p> <p><b>JQ to follow up with Borroloola School regarding Bursary, Breakfast Program the Vulcana Circus program and access to the school/students</b></p> <p><b>POs to contact Mabunji and suggest commemoration of Mike Reed in the Fauna Monitoring on Maria and North Island publication</b></p> <p><b>POs to follow up on publication of Garawa Plant and Animal Book and confirm distribution of copies to the CBT and community</b></p> <p><b>POs to follow up with Thunders on registration fees as required by the milestone reporting</b></p>

	<p>5.2.14 RGRC/Moriarty Foundation – Katherine Soccer Excursions – acquitted to Milestone 1</p> <p>5.2.15 Flinders University - Yanyuwa Rock Art Book – agreement executed</p> <p>5.2.16 Artback NT - Music Program – acquitted up to Milestone 1</p> <p>5.2.17 Mungoorbada Aboriginal Corporation – Facilities upgrade - awaiting Milestone 1</p> <p>5.2.18 Borroloola School - Two Way Learning – acquitted up to Milestone 1</p> <p>5.2.19 Borroloola School Breakfast Program (new) – seeking variation to agreement.</p> <p>5.2.20 MAWA – Let’s Be Seated – agreement executed</p> <p>5.2.21 MAWA – Deadly Cutz - awaiting Milestone 1</p> <p>5.2.22 MAWA – Hard Wired - agreement in progress MAWA Directors should be more informed about projects. <b>POs to talk to AF regarding keeping MAWA directors informed about projects so they can provide updates at the meetings</b></p> <p>5.2.23 Seven Emu Station – Power Safety Works – acquitted to Milestone 1</p> <p><b>5.3 Extended / Overdue Grants</b></p> <p>5.3.1 RGRC Updates (see 6.1)</p> <p><b>5.4 Commitments/In-Principal</b></p> <p>5.4.1 RGRC Basketball Courts/Youth Centre update</p> <p>5.4.2 RGRC Animal Welfare Vet Program – Refer Full Application</p>	<p><b>POs to work with AF to keep MAWA directors informed about projects so they can provide updates at the meetings</b></p>
6	<p><b>RGRC Updates</b></p>	
	<p><b>6.1</b> RGRC Basketball Courts/Youth Centre update This is now being project managed by the NTG but CBT is maintaining the agreement with RGRC while will auspice the funds Funding Agreement will be updated following when price and timeline has been determined for Stage 2 – around October 2022</p> <p><b>6.2</b> RGRC Animal Welfare Vet Program – Refer Full Application</p> <p><b>6.3</b> Presentation from NTG regarding Sports Courts</p> <p><b>Showgrounds discussion:</b> JQ – opportunity to get ahead of the game / lead the way. Making sure RGRC are an equal contributor. Leverage the funds to do the project properly AB – some projects are not considered to have community benefits. E.g. bridge. There is some negative talk in the community. JQ – articulate how it does create community benefits</p>	<p><b>POs to continue working with RGRC on the Showgrounds upgrade project</b></p>
7	<p><b>Future Grants / Applications</b></p>	
	<p><b>7.1 Expressions of Interest</b></p> <p>7.1.1 Outbush Photography – Savannah News Interesting project but further information requested <b>POs to request Outbush Photography provide a letter of support from MAWA regarding auspicing the funds and provide a cost breakdown</b></p> <p>7.1.2 Orange Sky/MAWA – Remote Laundry Service The Board want to ensure the project has long term effects for the community. Suggest there is more need for a laundromat which would have more community/longer term benefits. There is an opportunity for the Trust to create enabling infrastructure – build</p>	<p><b>POs to request Outbush Photography provide a letter of support from MAWA regarding auspicing the funds and provide a cost breakdown</b></p> <p><b>POs to provide Board feedback to Orange Sky</b></p>

<p>something ourselves and sublet for a business – create economic opportunity for businesses long term.</p> <p>MB noted if the need exists now and helps to fulfil the need in the short term, could be a solution as a permanent laundromat might be a way off.</p> <p>The Board suggest they come back with an alternative for a more permanent solution if that is something they can deliver. Further information requested</p> <p><b>POs to provide Board feedback to Orange Sky regarding need for a more permanent solution and request they come back with an alternative, if possible.</b></p> <p>7.1.3 Mabunji – Yanyula Town Square</p> <p>Further information required.</p> <p><b>POs to provide Board feedback to Mabunji and request more information on land tenure and a breakdown of costs</b></p> <p>7.1.4 Flinders University – Cultural Heritage Management Plans Marra Land and Sea Country</p> <p>SE – states he has been involved in the project. They want to set up own rangers to be separate from Mabunji</p> <p>JQ – need to check on the NTG contributions</p> <p>MB – concern they are looking to get funding from the CBT but not seeking other sources</p> <p>AB – supportive because the artefacts are very unique and don't see them anywhere else. Only a few speakers of Marra and while we still have those people left we need to take advantage</p> <p>TC – who is benefiting, locally. Need to ensure it is having local benefits for Marra, not just university benefits. JQ agrees. Funding should be supporting the local component – local employment, education, ranger program. E.g. could provide seed funding for a rangers program Further information required.</p> <p><b>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.</b></p> <p><b>MB to introduce NTPW District Director Sarah Kerin to POs for background of project and what they want to achieve for the joint management of the park.</b></p> <p><b>7.2 Current full applications</b></p> <p>7.2.1 RGRC - Healthy Pets Healthy Communities</p> <p>The Board acknowledged this is a worthy project for the community and the health of animals has improved a lot. The Board would like to see more benefits for local employment and training.</p> <p>The Board also acknowledged that animal control is the responsibility of the local government, and there should be funding coming from the Local Authorities.</p> <p>The Board suggested the CBT match what the local authority is willing to contribute to the project.</p> <p><b>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</b></p> <p>7.2.2 Waralungku Arts – Waralungku Artists Book</p> <p>The Board want to see there are community and education benefits to this project – a lot of emphasis on selling in the application.</p> <p>TC – suggests they have the option to print different versions – high quality glossy book and a cheaper version to vary the price point</p>	<p><b>regarding need for a more permanent solution and request they come back with an alternative and cost breakdown/exact request from CBT, if possible.</b></p> <p><b>POs to provide Board feedback to Mabunji and request more information on land tenure and a breakdown of costs</b></p> <p><b>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.</b></p> <p><b>MB to introduce NTPW District Director Sarah Kerin to POs for background of project and what they want to achieve for the joint management of the park.</b></p> <p><b>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</b></p>
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	<p>AB – the arts centre is an important recording place, learning place, teaching place, important for the art centre to be supported. Katrina has been doing a great job. <b>Approved in principle, based on conditions</b></p> <p>The Board see a draft of the book before it is printed, and suggest there are various versions printed (glossy and a cheaper version) <b>Moved – ND</b> <b>Seconded – TC</b> <b>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</b></p> <p><b>7.3 Awaiting full applications</b> 7.3.1 Mabunji Li-Anthawittiyarra Sea Ranger Unit – Barge co-contribution 7.3.2 Robinson River School – Early Years Playground</p>	<p><b>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</b></p>
<b>8</b>	<b>Annual Review &amp; Priorities 2021-2022</b>	
	<p><b>8.1 Annual Review (Draft)</b> Accepted as draft</p> <p><b>8.2 Confirmation of priority investments 2021-2022</b> The Board agreed that youth and education should still be a priority and this covers other priority areas, such as health. TC – potential for a scholarships program to come out of the CBT SE – students looking for other opportunities for tertiary education / scholarships SCG sought clarification that this was a good way to present this information, in lieu of the Annual Plan. JQ advised that the financial modelling would over multiple years but that the approach is useful and a good way to do it. <b>POs to continue working on the priority investments and report back to Board in November</b></p>	<p><b>POs to continue working on the priority investments and report back to Board in November</b></p>
<b>9</b>	<b>CBT-led Developments – Plan C Updates</b>	
	<p><b>9.1 Youth Scoping (Presentation)</b> JG – This piece of work is stage 1. And stage 2 would be to establish a program to deliver the recommendations. The key takeaways is that there is a gap/lots of places providing some services but in bits and pieces Next steps – write a brief for a program and what needs to be delivered JQ – look into what has been funded previously in Borroloola to develop a more coordinated approach and see how it fits within government policy <b>POs to provide Youth Scoping Study to the Board. POs to continue working on recommendations for youth program. POs to draft scope of works for next stage</b></p> <p><b>9.2 School Bursary Funding (Update)</b> Awaiting feedback from School <b>POs to send JQ Bursary document for review and discussion with the school</b> Copy in TC and MB.</p> <p><b>9.3 Borroloola Land Developments – update (Board Paper)</b> Refer Appendix</p> <p><b>9.4 Bus Transfer (update)</b> Update provided. <b>POs to follow up with Thunders on MAWA bus repairs</b></p> <p><b>9.5 Community Bus (update)</b></p>	<p><b>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</b></p> <p><b>POs to send JQ Bursary document for review and discussion with the school</b></p> <p><b>POs to follow up with Thunders on MAWA bus repairs</b></p>

	<p>Work with Cozens Johansen on compliance process.  <b>POs to work with Cozens Johansen on compliance for the community bus</b>  <b>9.6</b> Borrooloola Teleconference Facilities (update)  Update provided.  <b>9.7</b> Borrooloola Signage Strategy (update)  Update provided. All agreed the signage looks great.  <b>9.8</b> Hoarding signage (update)  Update provided.  <b>9.9</b> Social and Economic Evaluation (update)  POs presented recommendation for preferred consultation.  <b>Board agreed with recommendation</b>  <b>Moved – ND</b>  <b>Seconded – AB</b>  <b>POs to advise successful tenderer</b>  <b>9.10</b> AFL at the showgrounds  Revisit at November meeting after discussions with RGRC</p>	<p><b>POs to work with Cozens Johansen on compliance for the community bus</b></p> <p><b>POs to advise and engaged successful tenderer for the Social and Economic Evaluation</b></p>
<b>10</b>	<b>Other business</b>	
	<ul style="list-style-type: none"> <li>• Project Management Contract Project Officers left the call for this discussion</li> <li>• Arrange for other CBT Zoom meetings To be arranged. POs to organise online meetings as required</li> <li>• Letter of Support for Mike Reed Bridge Board advised they are happy to support <b>POs to prepare letter of support for Mike Reed Bridge</b></li> <li>• Deloitte letter of engagement Board accepts re-engagement, but suggested seeking alternate quotes from other providers for the new financial year 2022-2023 <b>POs to facilitate re-engagement of Deloitte engagement but prepare to test market for next Financial Year.</b>  <b>2021 CBT Board Meetings Dates</b> <ul style="list-style-type: none"> <li>• Wednesday AGM 24th November 2021 – Deloitte Office, Darwin Board are happy to have meeting in Darwin</li> </ul> </li> </ul>	<p><b>POs to prepare letter of support for Mike Reed Bridge</b></p> <p><b>POs to facilitate re-engagement of Deloitte engagement but prepare to test market in next Financial Year.</b></p>
<b>11</b>	<b>Summary of actions arising</b>	
	<p><b>11.1</b> 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</p> <p><b>11.2</b> JQ to follow up with Borrooloola School regarding Bursary, Breakfast Program and the Vulcana Circus program and access to the school/students</p>	



	<p><b>11.3</b> POs to contact Mabunji and suggest commemoration of Mike Reed in the Fauna Monitoring on Maria and North Island publication</p> <p><b>11.4</b> POs to follow up on publication of Garawa Plant and Animal Book and confirm distribution of copies to the CBT and community</p> <p><b>11.5</b> POs to follow up with Thunders on registration fees as required by the milestone reporting</p> <p><b>11.6</b> POs to work with AF to keep MAWA directors informed about projects so they can provide updates at the meetings</p> <p><b>11.7</b> POs to continue working with RGRC on the Showgrounds upgrade project</p> <p><b>11.8</b> POs to request Outbush Photography provide a letter of support from MAWA regarding the management of funds and provide a cost breakdown</p> <p><b>11.9</b> POs to provide Board feedback to Orange Sky regarding need for a more permanent solution and request they come back with an alternative <b>and cost breakdown/exact request from CBT</b>, if possible.</p> <p><b>11.10</b> POs to provide Board feedback to Mabunji and request more information on land tenure and a breakdown of costs</p> <p><b>11.11</b> 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.</p> <p><b>11.12</b> 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.</p> <p><b>11.13</b> 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</p> <p><b>11.14</b> 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</p> <p><b>11.15</b> POs to continue working on the priority investments and report back to Board in November</p> <p><b>11.16</b> POs to continue working on recommendations for youth program. POs to provide Youth Scoping Study to the Board members. <b>POs to draft scope of works for next stage</b></p> <p><b>11.17</b> POs to send JQ Bursary document for review and discussion with the school</p> <p><b>11.18</b> POs to follow up with Thunders on MAWA bus repairs</p>	
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