



McARTHUR RIVER MINE
COMMUNITY BENEFITS TRUST

Minutes – MRM CBT Board Meeting 05 April 2023

Venue: McArthur River Mine MST Board Room

Present: Marlene Karkadoo – Chairperson (MK)
Emily Evans (EE)
Sean Hartley – proxy for Jake Quinlivan (SH)
Mike Burgess (MB)
Sam Strohmayer (SS)
Adam Hatfield (AH)
Elizabeth Gillett (EG)
Corrine Coombes (CC)
Tracy Jones (TJ) (Part)
Mark Furlotte (MF) (Part)

Presenters: Hermanus Louw – Louw Group (HL)
Tim Maddock – Deloitte (TM)
Anya Lorimer – Creative Edge Sprout (AL)

Apologies: Alan Baker
David Harvey
Noel Dixon
Samuel Evans
Nikita Baker
Jake Quinlivan
Andrew Firley

#	Agenda Item / Action	Outcome / Action
1	Welcome and Introductions	
Meeting start: 9:31am	<p>1.1. Welcome / Acknowledgment of Country Acknowledgement of Country by Marlene Karkadoo</p> <p>1.2. Members Present Members welcomed, proxies recognised and apologies acknowledged Online attendees – Elizabeth Gillett, Sam Strohmayer, Sean Hartley, Corrine Coombes</p> <p>1.3. Apologies</p> <ul style="list-style-type: none"> • Alan Baker • David Harvey • Noel Dixon • Samuel Evans • Nikita Baker • Jake Quinlivan • Andrew Firley <p>1.4. Farewell and thanks to Matt O’Neill, welcome to Sam Strohmayer</p> <p>1.5. Resignation of Stan Allen JG provided overview of discussions with Stan Allen on his resignation</p>	<p>POs to continue working with Stan on appropriate acknowledgement</p>
2	Minutes and Actions from previous meeting	
	<p>2.1. POs to work with SA on establishing a celebration / recognition of Stan’s contribution to the Board On hold</p> <p>2.1. POs to work with SA on establishing a celebration / recognition of Stan’s contribution to the Board On hold</p> <p>2.2. POs to prepare letter for SA reaffirming discussion Complete</p> <p>2.3. Remove comment from 8.1.1 of minutes and reissue Complete</p> <p>2.4. POs to advise Deloitte of the decision regarding the Term Deposit Complete</p> <p>2.5. POs to initiate out of session discussion with the Investment Committee In progress – refer Board Paper</p> <p>2.6. POs to update the Three-Year Plan with outcomes of the meeting and recirculate to Directors Complete</p> <p>2.7. POs to work with TJ on creating an acknowledgement/gift for people who have contributed to the community In progress</p> <p>2.8. POs to investigate changing street names through Place Naming Committee and what CBT can do to support the request Not complete</p> <p>2.9. POs to draft letter to the NTG requesting update on the housing in the subdivision Complete – refer PO Report</p> <p>2.10. POs to send copy of Youth Strategy to Directors Complete</p> <p>2.11. POs to work with TJ on terms of contract Complete</p> <p>2.12. 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 youth service establishment and delivery Complete – refer Board Paper</p>	<p>Minutes acknowledged and supported – no changes</p>

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	<p>2.13. POs to seek formal quote from Louw Group for the next scope of works Complete – refer Board Paper</p> <p>2.14. POs to seek a formal quote from proposed Client Representative In progress</p> <p>2.15. POs to work with RGRC on the acquittal of the Sports Courts project In progress</p> <p>2.16. POs to formally rescind MAWA Christmas final payment Complete</p> <p>2.17. POs to prepare letter for Vulcana Circus to rescind project Project to be completed in 2023</p> <p>2.18. POs to prepare letter for Cancer Council regarding final milestone Complete</p> <p>2.19. POs to provide feedback to JMF and ask to resubmit with more information Complete – refer Applications</p> <p>2.20. POs to prepare letters to applicants advising of outcomes of EOIs and applications Complete</p> <p>2.21. POs to provide feedback to BARC on sourcing other funding Complete – refer Applications</p> <p>2.22. POs to seek clarification on why previous funding has ceased and provide feedback to Artback NT on boards decision Complete</p> <p>2.23. POs to continue conversation with AICD on governance training opportunities In progress</p> <p>2.24. POs to advise bursary applicants of decision Complete</p> <p>2.25. POs to work with TJ on the scope of services for the creative agency Complete – refer Board presentation</p> <p>Previous Actions</p> <ul style="list-style-type: none"> • AF to continue discussions regarding Savannah News / printer location In progress • MAWA / POs to work together to determine the appropriate traditional place names for inclusion on the signs In progress • POs to implement a complaints process for the CBT Not complete • POs to work with local Directors on appropriate name for CBT Development Completed 	
3	Youth and Community Program	
	<p>JG provided overview of the progress done to date on the youth strategy. Today's meeting is to seek Director input on the outcomes wanted for the program.</p> <p>EB – more activities for kids, keeping off the streets at night</p> <p>EE – motivation to attend school, programs and activities that encourage kids to attend school</p> <p>EE – opportunities to take kids on excursions, out of Borroloola – use this as a motivation or incentive to go to school</p> <p>EG – need both after school and school holidays programs. Need more things to do. When the youth workers from Council are away, nothing is going on. Need things to fill that gap.</p> <p>EE – more activity options, not all kids want to play soccer (JMF)</p> <p>EG – should get AFL NT to do a footy clinic with the Thunders, no AFL participation in Borroloola at the moment</p> <p>JG gave an overview of the draft program and the proposed roles</p>	<p>POs to redraft the position for the Youth Coordinator and distribute to the Board out of session</p> <p>POs to prepare a three-year budget to outline the board's limit of committed funds for three years</p> <p>POs to redraft the resolutions from today's board meeting and redistribute for out of session approval</p>

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	<p>Two roles – Coordinator position and the Wellbeing Officer, plus casual staff. The key focus would be recreation and providing more activities</p> <p>EE – Will the position will be permanent?</p> <p>MB – What are the qualifications for the wellbeing officer?</p> <p>JG – we still need to draft the position description for the wellbeing officer</p> <p>EG – need someone in the town. Agree with the approach proposed.</p> <p>JG – we will put out the position description for the Youth Coordinator position and at the next board meeting the board can review the applications and make a decision</p> <p>MK – need someone from the community to work with the coordinator, to understand the community from a cultural perspective</p> <p>MB – the really critical thing is the process to select the right person. Make sure we get that right. Make sure the values of the board flow into the position description. The Board members will be the panel so position description needs to be right.</p> <p>SS – need to make sure the roles are addressing the problems that are being faced in the community. Make sure they are fit for purpose. Also need to ensure we can tell if it is successful or not. Significant amount of funding to invest in a program so need to ensure the KPI's are strong.</p> <p>JG – over time the CBT investment should lessen through getting funding from elsewhere. After the first year there should be funding from other sources and a smaller portion from the CBT.</p> <p>SS – be careful that if we commit the funding, and we haven't found the other sources of funding for future years, need to consider how we fund it going forward. What is the risk? What if we are on the hook for more years of funding if we can't get it elsewhere.</p> <p>SH – proposal seems to reflect the boards priorities. Jake has provided his feedback on the program.</p> <p>MB – in dealing with SS comments, we should outline the board's total commitment over three years so we know the limit to what the board is willing to invest. Need to ensure this is clear from the outset. Might need to set a hard limit – budget looking forward.</p> <p>JG – propose having a discussion with the NIAA on funding opportunities.</p> <p>MK – working with Mavis to find the right word for youth to name the program</p> <p>Board is in support of the approach outlined in the board meeting and proposed revised resolutions.</p> <p>RESOLUTIONS:</p> <ol style="list-style-type: none"> 1. POs to redraft the position for the Youth Coordinator and distribute to the Board out of session 2. POs to prepare a three-year budget to outline the board's limit of committed funds for three years 3. POs to redraft the resolutions from today's board meeting and redistribute for out of session approval 	
4	CBT Development	

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<p>CC joined 10:39am</p>	<p>JG provided overview of the CBT development and status of the project to date JG – propose to engage the Client Representative in principle today MB – provided some background to Greg’s experience and potential role with the CBT development (potential Client Representative). Well qualified and well regarded and need someone who will be able to communicate with the board and get the best outcomes. Need someone who understands the construction process and can feed in what the board wants. SS – question from a governance perspective – should be tendering for this role rather than just direct engagement. Need to demonstrate a proper selection process. EE – it is not the time to make this decision until all Directors are present. MB agreed. EE – agree the tendering should be done properly. JG – we will seek other quotes for the client rep role SS – support that we need someone to undertake that role, but need to demonstrate the proper tendering process MB – also need to understand the contract requirements of the NIAA funding agreement – how can positions be funded JG – propose to engage Greg early just for the scope of services to assist with negotiating the NIAA agreement and review of QS report AH – agree an independent person should review the costings SS – tighter with the costings as more of the project is done</p> <p>Louw Group presentation – Hermanus Louw AH – would the building be inundated if it flooded? HL advised no – it will be built up HL – provided overview of the project management services and proposed project approach JG – what are the challenges in developing in the NT at the moment? HL – resources are scarce, contractors are scarce, need to engage contractors early and ensure logistics are planned for HL advised the design process will be 8-10 months, construction phase 12-18 months. It is a quite ambitious program, will need to be more realistic once the process starts. Looking at 18-24 months total. MK – need to ensure traffic is managed properly in that area, school is across the road HL – there is room on the site for things to be stored and traffic maneuverability which will help with construction management. A site management plan will be prepared to manage conflict. Securing the site will also be included in this site management plan. EE – will need security at night. How do we manage this? HL – caretaker on site overnight during the construction phase. Security dogs also an option. EE – land behind the site is used by community members, drinking/casino area. MK – might need a new place for this if there is dust and noise. HL – important to understand the surrounding land uses. Master Plan of the whole precinct, so far have just been focused on the site itself. EE – partner with the local council on hazard signage etc. EE – naming of the street – change – still to be actions MK – retain the existing trees as much as possible and make sure space is utilised properly HL – potential for a community garden</p>	<p>Engage Client Representative (Greg) and Louw Group for a smaller scope initially to help with negotiating the NIAA agreement</p> <p>Negotiate the agreement with the NIAA</p> <p>Seek additional quotes for full scope of services for Client Representative</p> <p>Seek revised quote from Louw Group for revised project scope</p> <p>Present back to the CBT Board out of session or at the next meeting on revised quotes and scope of services, depending on timeframe</p>

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	<p>MB – focus needs to be on getting the money from the NIAA and negotiating the funding agreement. If Louw Group and Client Rep are needed for that then we should get them involved. Suggest we do this stage first and then go back and look at what the next scope of works will be. Wait to procure other services until we know that the funding and agreement look like.</p> <p>SS – agrees. Do a reduced scope first to get more confidence in getting the money. Need more surety that the NIAA have signed off on the money. No point in appointing Louw Group for the full contract until we know the money is there, and then move onto the next phase in getting the PM on board.</p> <p>SS – going forward we need to be careful on how we procure/tender, follow a good process. If committing large sums of money it needs to be done properly.</p> <p>Other resolutions deferred to the next meeting. Need more board members to be present for the decisions.</p> <p>Board agreed on the revised resolutions.</p> <p>RESOLUTIONS:</p> <ol style="list-style-type: none"> 1. Engage Client Representative (Greg) and Louw Group for a smaller scope initially to help with negotiating the NIAA agreement 2. Negotiate the agreement with the NIAA 3. Seek additional quotes for full scope of services for Client Representative 4. Seek revised quote from Louw Group for revised project scope 5. Present back to the CBT Board out of session or at the next meeting on revised quotes and scope of services, depending on timeframe 	
5	Finance and Operations - Deloitte	
	<ol style="list-style-type: none"> 5.1. Quarterly Board Report Report accepted. 5.2. Other Matters – Term Deposit Resolved out of session. 5.3. BT Investments Update 5.4. Annual investment to BT Future Fund (refer item 8.1) 	
	<p>Tracy Jones and Mark Furlotte joined meeting Introduction to Mark Furlotte, new General Manager of MRM Introductions to CBT board members</p>	
6	Current Grants / Project Management	
SS departed meeting 12:30pm	<ol style="list-style-type: none"> 6.1. Completed Grant Projects <ol style="list-style-type: none"> 6.1.1. Mabunji – Early Years Christmas Party 6.1.2. MAWA – Christmas 2022 6.1.3. MAWA – NAIDOC Events 6.1.4. Cancer Council – Closing the Gap in Aboriginal Australia – final milestone rescinded 6.1.5. Waralungku Arts – Training and Events 6.1.6. Monash Uni – Duwarrawujara Animation – to be launched this year, Easter holidays – MK advised involvement in this 6.1.7. Katherine Women’s Legal Service 6.1.8. Borroloola School - Two Way Learning 2022 6.2. Approved Grant Projects 	

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	<p>6.2.1. John Moriarty Foundation – Scholarship – acquitted up to Milestone 6</p> <p>6.2.2. Artback NT Remote Arts and Culture Program 2020-2023 – acquitted up to Milestone 4</p> <p>6.2.3. Mabunji Li-Anthawittiyarra Sea Ranger Unit – Fauna Monitoring on Maria and North Island NT - acquitted up to Milestone 5</p> <p>6.2.4. Borrooloola Football and Sporting Club – Borrooloola AFL 2021 – acquitted to Milestone 3 – Overdue Could tie this into the Youth Program. Need to improve the management of the program as there were some issues. Board have supported the EOI but not progressed to Full Application yet. EE – potentially invite to the next board meeting.</p> <p>6.2.5. Flinders University - Jakarda wuka (Too many stories): narratives of Yanyuwa rock art from Yanyuwa Country – acquitted to Milestone 2 - Overdue – waiting on final edits, book to be released in May during reconciliation week</p> <p>6.2.6. Borrooloola School Breakfast Program 2021-2024 – acquitted to Milestone 3 - Overdue</p> <p>6.2.7. RGRC Sports Courts – acquitted to Milestone 1 - Overdue - awaiting update from RGRC</p> <p>6.2.8. RGRC Healthy Pets Healthy Communities 2022-2024 – acquitted to Milestone 2</p> <p>6.2.9. Borrooloola School - Two Way Learning 2022 – acquitted to Milestone 2</p> <p>6.2.10. MAWA – Scrap Metal Clean Up – acquitted to Milestone 1 – on hold AH – opportunity to tie into what MRM are doing. POs to connect Adam with Arnhem Construction. EE – a lot more cars need to be cleared. MK – potential for the scrap metal to be turned into sculptures.</p> <p>6.2.11. Mungoorbada Aboriginal Corporation – Cuts for Clans – acquitted to Milestone 1 – Overdue</p> <p>6.2.12. Many Rivers Microfinance - Microenterprise Development Support to Borrooloola and surrounding area - agreement executed AH – connect Mani to MRM and the opportunities that exist with the mine</p> <p>6.2.13. MAWA – Back Roads Bush Tracks 2022 – agreement executed</p> <p>6.2.14. MAWA – Broke n Spanners – agreement executed</p> <p>6.2.15. Vulcana Women’s Circus – Youth circus and empowerment – program to be restarted</p> <p>6.2.16. Waralungku Arts – Accessibility and Maintenance – agreement executed</p> <p>6.2.17. Jarrdimba Bayamku Aboriginal Corporation – Seven Emu Infrastructure – agreement executed</p> <p>6.2.18. Borrooloola Health Clinic – Women’s House Opening – awaiting funding agreement</p> <p>6.3. Commitments / In-principle</p> <p>6.3.1. Flinders University – Archaeology on Marra Country – ARC funding confirmed. Project start delayed to January 2024.</p> <p>6.3.2. MAWA/Outbush Photography – awaiting funding agreement</p>	<p>POs to connect Adam with Arnhem Construction.</p> <p>POs to connect Many Rivers to AH regarding opportunities at MRM</p> <p>POs to talk to MAWA / Outbush Photography on progress of printer</p>

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	<p>EE – how are they currently being distributed? MK – Talk to Katerina about the potential to have the printer there</p>	
7	Future Grants / Applications	
	<p>7.1. Expressions of Interest 7.1.1. Dragon Claw Charity - Borrooloola ‘Medicine Adherence’ Video Ensure engagement process is clearly articulated. Decision: Approved for Full Application Moved – EE Seconded – MB</p> <p>7.1.2. MAWA – NAIDOC 2023 Note – MAWA representatives abstained from commentary and voting. EE – involves the whole community, should support this. MK – go back to MAWA and request more information on who will be organising the events and activities. Decision: Approved for Full Application Moved – EE Seconded – AH</p> <p>7.1.3. Waralungku Arts – Markets and Promotional Events Decision: Approved for Full Application Moved – MK Seconded – EE</p> <p>7.1.4. Borrooloola School – Community Activities for Adults Decision: Approved for Full Application</p> <p>7.1.5. MAWA - Wiyi Yani U Thangani First Nations Women and Girls National Summit Note – MAWA representatives abstained from commentary and voting. EE – opportunity to hear voices from the bush MK – more people should attend Decision: Approved as Full Application Moved – AH Seconded – SH</p> <p>7.1.6. Mabunji – Musical Instruments and Equipment Note – Mabunji representatives abstained from commentary and voting. EE – ask for quotes on the musical instruments. MK – ensure governance, venue, secured and stored properly, look after properly. Decision: Approved for Full Application Moved – EE Seconded – MB</p> <p>7.1.7. Mabunji Sea Rangers – Trailer for Cultural Camps Note – Mabunji representatives abstained from commentary and voting.</p>	<p>POs to prepare letters to applicants advising of outcomes of EOIs and Full Applications</p>

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	<p>Application for a purpose built trailer for cultural camps that are held through the sea ranger unit, contributes to the Learning on Country program. Existing trailer requires replacing. New one will have all the facilities/equipment for the required activities. Full Application should include complete breakdown of costs, description of intended purpose and range of uses. Decision: Approved for Full Application Moved – EE Seconded – MB</p> <p>7.2. Current full applications 7.2.1. Borrooloola School – Two Way Learning Program 2023-2025 All board members support this program. CC – brings up attendance for the school students and gets more families involved in kids education EE – keeps young mums motivated and taking kids to school – keeping families involved MB – recommends SH flag with JQ the Borrooloola School applications, which note limited capacity for school budget to fund extracurricular activities Decision: Approved Moved – EG Seconded – EE</p> <p>7.2.2. Borrooloola School – JIMBLAH Decision: Approved Moved – MK Seconded – EE</p> <p>7.2.4. John Moriarty Foundation – After School Program EE – letter of support from the kids to be provided after the meeting. This program is a good motivation to attend school – have to attend school to participate in the program. Agree with an initial 6 month program. JG – trial period, if they aren't meeting the requirements we can stop the program Decision: Approved Moved – CC Seconded – EE</p> <p>7.2.5. Borrooloola Amateur Race Club – Facilities Upgrades EG – agree that upgrades are required MB – ask that they have confirmed other sources of funding. If funding not secured then will need to reconsider the application at the next board meeting. Decision: Approved in principle, based on evidence of other funding secured. BARC to present at future board meeting Moved – MB Seconded – EG</p> <p>7.2.6. Borrooloola School – Variation to Breakfast Program Decision: Approved Moved – AH Seconded – EE</p>	<p>POs to seek information from BARC on other funding secured. BARC to present at future board meeting</p>

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	7.3. Awaiting full applications 7.3.1. Mabunji – Yanyuwa Town Square	
	Presentation: Creative Edge Sprout – Anya Lorimer	
	<p>Creative agency for promotion/awareness campaign for the Trust</p> <ul style="list-style-type: none"> • Intention is to get the good news stories out there • Highlight the outcomes of the programs and projects • Inform people of what the Trust has been doing • Tap into additional funding sources • Content creation • Local and national media opportunities <p>AH – support for a great idea MB – suggest TJ to review the final proposal</p> <p>Next steps: Seek final quote and final out of session approval from the Board to engage Campaign Edge Sprout</p> <p>Barunga Festival sponsorship request</p> <ul style="list-style-type: none"> • Opportunity for CBT support for Barunga Festival – consider how the Trust could support • Potential to support community to attend the festival • MK – potential for CBT information stall 	Seek final quote and final out of session approval from the Board to engage Campaign Edge Sprout
8	CBT - led	
	<p>8.1. Investment Strategy MB provided overview of the proposed approach to seek advice from independent financial expert to develop clear and concise criteria and list of questions the board need to consider to engage financial services to develop an Investment Strategy. This scope of work will include updating the EOI. Board support the approach presented Moved – EE Seconded – EG</p> <p>8.2. Academic Assistance Bursary – new application Blackheath and Thornburgh Decision: Approved Moved – AH Seconded – EE</p>	<p>POs to continue working with the Investment sub-committee on proposal</p> <p>Advise applicant of outcomes of Academy Assistance Bursary application</p>
9	Other business	
	<ul style="list-style-type: none"> • Director Requirements ABRS – Director Identification Number Ongoing • Director flights Deferred to next meeting • MAWA Coordinator position and role Deferred to next meeting • Project Officer delegation Deferred to next meeting • Next Board Meeting – early-mid June Next meeting proposed for 21 June to be held in Borroloola 	POs to send date claimer for next meeting – 21 June
	Summary of actions arising	

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Meeting closed: 3:54pm	<ol style="list-style-type: none"> 1. POs to continue working with Stan on appropriate acknowledgement 2. Minutes acknowledged and supported – no changes 3. POs to redraft the position for the Youth Coordinator and distribute to the Board out of session 4. POs to prepare a three-year budget to outline the board’s limit of committed funds for three years 5. POs to redraft the resolutions from today’s board meeting and redistribute for out of session approval 6. Engage Client Representative (Greg) and Louw Group for a smaller scope initially to help with negotiating the NIAA agreement 7. Negotiate the agreement with the NIAA 8. Seek additional quotes for full scope of services for Client Representative 9. Seek revised quote from Louw Group for revised project scope 10. Present back to the CBT Board out of session or at the next meeting on revised quotes and scope of services, depending on timeframe 11. POs to connect Adam with Arnhem Construction. 12. POs to connect Many Rivers to AH regarding opportunities at MRM 13. POs to talk to MAWA / Outbush Photography on progress of printer 14. POs to prepare letters to applicants advising of outcomes of EOIs and Full Applications 15. POs to seek information from BARC on other funding secured. BARC to present at future board meeting 16. Seek final quote and final out of session approval from the Board to engage Campaign Edge Sprout 17. POs to continue working with the Investment sub-committee on proposal 18. Advise applicant of outcomes of Academy Assistance Bursary application 19. POs to send date claimer for next meeting – 21 June 	

