



Coordinators' Report

written by Joy Collins

July 2009

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*Since the Mandjah Boodjah Aboriginal Corporations' successful land acquisition application to the Indigenous Land Corporation, MBAC has demonstrated commitment, aptitude and fortitude in ensuring the development of land, housing, community, cultural strengthening, respect and well-being for elders according to the Mandjah Village Property Management Plan.*



*Mr Patrick Hume:  
Founding MBAC  
Chairperson, addressing a  
MBAC meeting.*

Facilitated the long period of negotiation involving 6 stakeholder meetings firstly for a Draft 3way Joint Venture Agreement between Department of Housing and Works, the Indigenous Land Corporation and the Mandjah Boodjah Aboriginal Corporation. These negotiations led to the restructuring of the agreement and following facilitating 5 additional stakeholder meetings, a 4way JVA contract was determined and signed between Department of Housing and Works, Indigenous Land Corporation, Mandjah Boodjah Aboriginal Corporation and Noongar Mia Mia for the construction and management of 2 new houses within the Mandjah Boodjah Village development in May 2008.



*Mrs Gladys Yarran and Mrs Lena  
Crabbe, Founding Governing  
Committee members at a MBAC  
Cultural Event at Wave Rock*

### NEW HOUSING ARCHITECTURAL DESIGN

Facilitated negotiations and 5 stakeholder meetings to determine the architectural plans for the

construction of the 2 new units approved by MBAC, DHW and ILC July 2009. Dealings with 5 different DHW Project Officers Identified drainage issue on housing site, informed ILC and DHW of issue, initiated negotiations and action with the City of Fremantle. Facilitated design approval of drainage modification between MBAC, the ILC, DHW, and the City of Fremantle. Drainage was completed June 2009.

### LAND: ACCESS AND USE AGREEMENT

Facilitated negotiations between MBAC and ILC to determine agreement on use and access of the Mandjah Boodjah land acquisition development site. Access and Use Agreement signed August 2007 between MBAC and ILC. **Incidents monitored by onsite Coordinator:**

- 2 Police reported break-ins,
- pilfering of copper piping,
- vandalism of vacant houses; broken window at #28, smashing laundry and tap fittings at #28
- racial threatening notes left on property reported to police,
- illegal dumping of refuse by neighbours,
- liaising with neighbours who assisted to monitor suspicious behavior in vacant properties
- 1 request to the City of Fremantle to issue an order to neighbor to stop littering
- 5 sightings and warnings given by Directors/Coordinator to loiterers on property
- 4 Indigenous Community Volunteers providing landscaping maintenance; 3 through Starworks Employment Agency 2008, 1 through Community Justice Program 2009
- 4 Busy-bees to maintain grounds including cutting overhanging branches for Western Power
- Provide access to site and buildings to all tradespersons as required daily and / or weekly during
- Provide and maintain facilities for all monthly or bi-monthly-community meetings and stakeholder meetings
- Promote neighbourhood good will and understanding: 80 -100 goodwill neighbourhood liaising incidents- informing, introducing, liaising, assisting, greeting, hosting, 30 home visits.

## ESSENTIAL REPAIRS AND MAINTENANCE: SCOPE OF WORKS, TENDER, WORKS COMPLETION

- Liaised with ILC staff, consultants and MBAC Directors to develop a Interior and exterior scope of works for the essential repairs and maintenance of the 5 existing houses - 5 onsite meetings
- Scope of Works completed and sent to tender 2008
- Liaised with Riverline Contractors, ILC staff and MBAC Directors to assist with implementation of scope of works 10 onsite meetings
- Liaised with Directors and members of MBAC to ensure approval of essential repairs and maintenance; 30 on-site consultations
- Assisted ERM to acquire 10 quotes for provision of trade services



*Mr Patrick Hume and Mr Kenny Kickett during a busy bee*

## SITE CLEARING AND PREPARATION, ASBESTOS REMOVAL, DEMOLITION

- Liaised with Asbestos Safe contractors, ILC staff and MBAC Directors to monitor the removal of asbestos from the rear of the property, demolish out-houses and clear the rear of the properties. 5 on-site meetings
- Liaised with and assisted in acquiring quotes with Xtreme earthworks for site preparation for fencing, paving. 5 onsite meetings Supervising site preparation

## COMMUNITY PROJECTS / CONTRIBUTIONS

### STARWORKS; WORK FOR THE DOLE PROJECT

- Negotiated with Starworks; Work for the dole project provided garden tools to the value of \$500 to MBAC to assist workers to help maintain the lawns and gardens.
  - Wheel barrow, 2 shovels, rake, shearers, pick, pitch fork, crow-bar, pruning pole

### CITY OF FREMANTLE

- Negotiated with the City of Fremantle to provide in-kind 5 truckloads of soil and fill to assist with site preparation for construction and fencing.
- Negotiated with City of Fremantle and liaised with ILC staff to secure a \$13,000 financial contribution towards landscaping maintenance in exchange for access to upgrade drainage through number 20 Curedale Street
- Negotiated with the City of Fremantle to provide in-kind stump grinding of rubber plant stumps and roots at #18 and #24



MBAC Coordinator Joy Collins with  
MBAC Director Mrs Gladys Yarran

- Accountancy Package project; ICV volunteer assisting Coordinator to update financial management package for MBAC to coincide with organizational growth. Accountant Peter Wood appointed to assist Coordinator and Directors.
- Cultural Space and Community Facility - Architect Project; ICV architect Daniela Simon engaged to assist with developing an architectural concept plan for community- cultural space and centre facility and assosicated grant applications.
- Community Grants Project; ICV assisting Coordinator in applications for community development grants following consultation through governance training and leadership training program

**MANDJAH BOODJAH ABORIGINAL CORPORATION  
FINANCIAL CONTRIBUTION OF MEMBERSHIP**

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- **Co-ordinator's Home/Office Facility** annual financial contribution of \$6,000 for phone, internet, electricity, gas, consumable supplies, rent to administer project. Total since February, 2007 = \$15,000
- **#24 Joy Collins (resident)**
  - \$1,000 Timber floor-sanding and oiling,
  - \$1,000 Tiling, grouting verandah meeting area
  - \$1,000 Supply and install timber slating in 3<sup>rd</sup> bedroom
  - \$1000 Supply paint, equipment for Feature wall painting
  - \$300 Landscaping Plants and Soil improvers
  - \$600 Install dual air-conditioning unit
  - \$400 Replace and install front door
- **#22 Patrick Hume (intended resident)**
  - \$2,500 Supply and install roller garage door on shed at rear
  - \$300 Supply and install steel door on shed at rear
  - \$500 Supply and install curtain fittings and curtains
- **#28 Kenny Kickett (intended resident)**
  - \$500 Supply and install curtain fittings and curtains
  - \$600 Supply and install dual air-conditioning unit
  - \$450 Supply wall oven and stove
- **Rental Payments to the Indigenous Land Corporation by Joy Collins**  
\$560 x 36 months = \$16,800

**TOTAL OF MBAC MEMBERSHIP'S FINANCIAL  
CONTRIBUTION TO MANDJAH VILLAGE PROJECT = \$41,950**

## **GOVERNANCE COMPLIANCE AND TRAINING**

### **OFFICE OF REGISTRAR OF ABORIGINAL CORPORATIONS**

#### ❖ **Governance Training Session**

- Facilitated 5 MBAC Governing Committee participation in an ORAC Governance Training Session May 2008 included Roles and Responsibilities of Office Bearers, Managing an Aboriginal Corporation, CATSI compliance, Maintaining records, Financial accountability



Directors: Patrick Hume, Gladys Yarran and Kenny Kickett with Project Coordinator Joy Collins

#### ❖ **CATSI compliance**

- Facilitated participation of MBAC governing committee members in 2 ORAC visits / workshops concerning changes required and possible to the MBAC constitution to comply with legislation requirements.
- Facilitated 4 MBAC general meetings and review constitution and comply with CATSI required processes and procedures.
- Revised MBAC constitution registered and accepted by ORAC May 2009.
- Provide ORAC with annual reports as required under legislation.

### **CHALLENGER TAFE WA CENTRE FOR LEADERSHIP AND COMMUNITY DEVELOPMENT: CERTIFICATE IV IN BUSINESS GOVERNANCE**

#### ▪ **Governance Training Delivery**

- ❖ Identified appropriate accredited units (outlined below) and designed instructional material and learning program to deliver Certificate IV in Business Governance Training to MBAC members on-site in Mandjah Village.
- ❖ 6 meetings with Challenger TAFE Senior Management to negotiate course content and delivery
- ❖ Liaised with MBAC membership and executive to enroll participants for training. - 4 home visits
- ❖ Liaised with ILC and TAFE to facilitate administration requirements for commencement of training program.
- ❖ Course commenced July 23<sup>rd</sup> 2009, duration 40 weeks. Location of instruction Mandjah Village. Contract Lecturer; MBAC resident Coordinator. Units:

Develop organizational policies;	Plan for organizational needs
Maintain and protect culture	Use the constitution
Manage assets	Communicate with the community
Meet the roles and responsibilities of a board member (1)	Use the business plan
Monitor financial management and budgets	Contribute to a positive and culturally

	appropriate workplace
Manage and maintain tenancy	Manage Property maintenance
Manage Tenancy Rent and tenant charges	

## EXISTING HOUSES - SERVICES AGREEMENT

- Facilitated negotiations with Noongar Mia Mia for a 12 months agreement acting as Managing Agent for the existing MBAC houses in a mentoring capacity.
- Liaised between NMM and MBAC to facilitate 5 meetings on site at Mandjah Village
- 3 Draft Agreements were negotiated, the final agreement signed by both parties NMM and MBAC sent to the ILC for signature as Consenting party on 9<sup>th</sup> July 2009.

## MANDJAH BOODJAH CULTURAL EVENTS

### CULTURAL TRIP TO WAVE ROCK

- MBAC Directors and Coordinator accompanied 10 Indigenous children from Aliwa Hostel, and MBAC Indigenous and non-Indigenous children on a Cultural Learning Journey to Wave Rock and Mulga Cave.





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**INDIGENOUS CULTURAL HERITAGE  
SITES PROTECTION**

- ***EAST PERTH REDEVELOPMENT – RESTITUTION OF REMAINS & BOODJERI BURIAL***

Facilitated Mandjah Boodjah Director 's cultural protocols for proceedings concerning the restitution of the remains of a Nyoongar Tribal Leader disturbed during an East Perth Property development.



- Facilitated negotiations between MDAA Directors the property developer, WA Museum, and State Government Authorities to relocate the remains with a cultural ceremony

and the production of a DVD recording the occasion

- ***YAGANS' RESTITUTION OF REMAINS AND BURIAL***

Facilitate the attendance of Directors Patrick Hume to monthly meetings concerning the restitution and burial of Yagan's remains from Great Britain to Yagans' resting place.

- ***HERRISON ISLAND CULTURAL SIGNIFICANCE AND PROTECTION COMMITTEE***



Facilitated the MBAC Directors' Consultation regarding Indigenous heritage, tourism, protection, access and use of Herrison Island in consultation with the State government.

- ***PERTH INTERNATIONAL AIRPORT***



Facilitated the MBAC Directors' consultation regarding the redevelopment of the Perth Airport. Appearance on Channel Ten news.

- ***PERRY LAKES STADIUM REDEVELOPMENT***



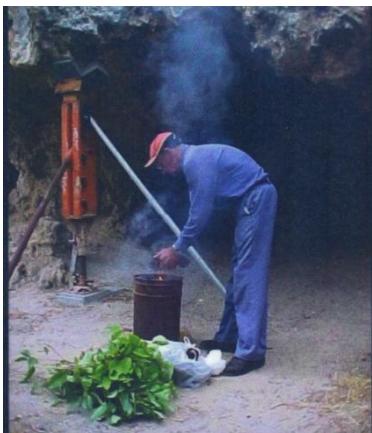
Facilitated MBAC participation in the Opening Ceremony and Welcome To Country for the Perry Lakes Stadium

- ***KINGS PARK INDIGENOUS HERITAGE CEREMONY- BOAB TREE RELOCATION***



Facilitated the participation of MBAC Director's in conducting the Welcome to Country and Guest Speaker at the Kings Park Ceremony marking the relocation of a Kimberly Boab Tree to Kings Park.

- ***CITY OF FREMANTLE INDIGENOUS SITES PROTECTION***



Facilitated MBAC Director's participation in Indigenous Sites Protection with the City of Fremantle, including restoration of the North Fremantle Caves and Welcome To Country ceremonies for NAIDOC Week.

- ***INDIGENOUS CULTURAL EXCHANGE***



Facilitated MBAC Directors' participation in Indigenous Heritage Exchange with Central Desert Leaders visiting the Dryandra Woodlands.,.

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**FIRST INSTALLMENT****INCOME:**  
16,500.00**EXPENDITURE**

NET SALARY	13,761.46
9% SUPERANNUATION	1,238.54
GROSS SALARY	15,000.00
GST	1,500.00

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**SECOND INSTALLMENT****INCOME**  
16,500.00**EXPENDITURE**

NET SALARY	13,761.46
9% SUPERANNUATION	1,238.54
GROSS SALARY	15,000.00
GST	1,500.00

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**THIRD INSTALLMENT****INCOME**  
16,500.00

NET SALARY	13,761.46
9% SUPERANNUATION	1,238.54
GROSS SALARY	15,000.00
GST	1,500.00

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## FIRST INSTALLMENT

INCOME:  
3,360.00

## EXPENDITURE

## SALARIES ON COSTS

ACI BROKING: WORKERS COMP	300.00
& PUBLIC LIABILITY PACKAGE	731.00
PERIODICAL BANK FEES	16.00

## OPERATIONAL EQUIPMENT

ASUS NOTEBOOK & SOFTWARE	2,236.00
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ADMIN CONSUMABLES	77.22
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EXPENDITURE TOTAL	3,360.22
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## VARIATION:

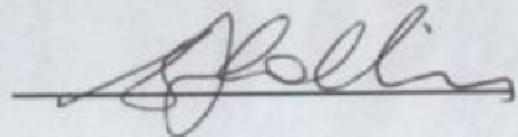
PHONE, INTERNET, & UTILITIES OPERATIONAL USE, TRAVEL AND FUEL COSTS MET BY COORDINATOR. POWER AND WATER NOT CONNECTED TO 22 CUREDALE, SERVICES RAN FROM COORDINATORS' RESIDENCE.

COPY OF INVOICES ATTACHED

**CERTIFICATION:** The activities and data documented in this report are an accurate reflection of the operations of the Mandjah Boodjah Aboriginal Corporation.

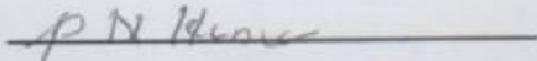
**Capacity Development Manager - Ms Joy Collins**

Signature:

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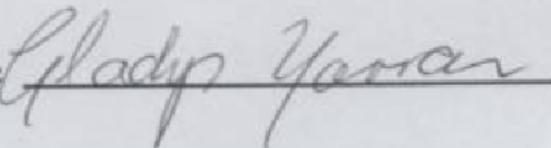
**Director – Chairman - Mr Patrick Hume**

Signature:

A handwritten signature in black ink, appearing to read "P N Hume".

**Director – Deputy Chair - Mrs Gladys Yarran**

Signature:

A handwritten signature in black ink, appearing to read "Gladys Yarran".

Date:

29 July 2009