



ACT
Government

Chief Minister, Treasury and
Economic Development

Freedom of Information Publication Coversheet

The following information is provided pursuant to section 28 of the *Freedom of Information Act 2016*.

FOI Reference: CMTEDDFOI 2020-018

Information to be published	Status
1. Access application	Published
2. Decision notice	Published
3. Documents and schedule	Published
4. Additional information identified	No
5. Fees	Waived
6. Processing time (in working days)	35
7. Decision made by Ombudsman	N/A
8. Additional information identified by Ombudsman	N/A
9. Decision made by ACAT	N/A
10. Additional information identified by ACAT	N/A

From: [REDACTED]
To: [CMTEDD FOI](#)
Subject: Freedom of Information request
Date: Tuesday, 4 February 2020 11:34:16 PM

Please find online enquiry details below. Please ensure this enquiry is responded to within fourteen working days.

Your details

All fields are optional, however an email address OR full postal address must be provided for us to process your request. An email address and telephone contact number will assist us to contact you quickly if we need to discuss your request.

Title: Mr

First Name:

Last Name:

Business/Organisation:

Address:

Suburb:

Postcode:

State/Territory: ACT

Phone/mobile: [REDACTED]

Email address: [REDACTED]

Request for information

(Please provide as much detail as possible, for example subject matter and relevant dates, and also provide details of documents that you are not interested in.)

Under the Freedom of Information Act 2016 I want to access the following document/s (*required field):

1. The review conducted by the University of Canberra into the operation of the ACT Aboriginal and Torres Islander Business Development and Entrepreneurship Program ending 30 November 2018. 2. Performance reports of the ACT Aboriginal and Torres Islander Business Development and Entrepreneurship Program of: 28 February 2018, 30 May 2018, 30 August 2018 and 30 November 2018.

I do not want to access the following documents in relation to my request::

Thank you.
Freedom of Information Coordinator



ACT
Government

Chief Minister, Treasury and
Economic Development

Our ref: CMTEDDFOI 2020-018

Anonymous Applicant

via email: [REDACTED]

Dear Applicant

FREEDOM OF INFORMATION REQUEST

I refer to your application under section 30 of the *Freedom of Information Act 2016* (the Act), received by the Chief Minister, Treasury and Economic Development Directorate (CMTEDD) on 4 February 2020, in which you sought access to:

- The review conducted by the University of Canberra into the operation of the ACT Aboriginal and Torres Islander Business Development and Entrepreneurship Program ending 30 November 2018.
- Performance reports of the ACT Aboriginal and Torres Islander Business Development and Entrepreneurship Program of 28 February 2018, 30 May 2018, 30 August 2018 and 30 November 2018.

On 5 February 2020 the first point of your request was transferred to the University of Canberra as the most appropriate agency.

Authority

I am an Information Officer appointed by the Director-General under section 18 of the Act to deal with access applications made under Part 5 of the Act.

Timeframes

In accordance of section 40 of the Act, CMTEDD was required to provide a decision on your access application by 3 March 2020, however following on from third party consultation the due date was extended by 15 working days to 25 March 2020.

Decision on access

Searches were completed for relevant documents and 4 documents were identified that fall within the scope of your request.

I have included as **Attachment A** to this decision the schedule of relevant documents. This provides a description of each document that falls within the scope of your request and the access decision for each of those documents.

I have decided to grant full access to all relevant documents. The documents released to you are provided as **Attachment B** to this letter.

Charges

Pursuant to *Freedom of Information (Fees) Determination 2018* processing charges are applicable for this request because the total number of pages to be released to you exceeds the charging threshold of 50 pages. However, the charges have been waived in accordance with section 107(2)(b) of the Act.

Online publishing – Disclosure Log

Under section 28 of the Act, CMTEDD maintains an online record of access applications called a disclosure log. Your original access application, my decision and documents released to you in response to your access application will be published in the CMTEDD disclosure log after 30 March 2020. Your personal contact details will not be published. You may view CMTEDD disclosure log at

<https://www.cmtedd.act.gov.au/functions/foi/disclosure-log>.

Ombudsman Review

My decision on your access request is a reviewable decision as identified in Schedule 3 of the Act. You have the right to seek Ombudsman review of this outcome under section 73 of the Act within 20 working days from the day that my decision is published in CMTEDD disclosure log, or a longer period allowed by the Ombudsman.

We recommend using this form [Applying for an Ombudsman Review](#) to ensure you provide all of the required information. Alternatively, you may write to the Ombudsman at:

The ACT Ombudsman
GPO Box 442
CANBERRA ACT 2601

Via email: actfoi@ombudsman.gov.au

ACT Civil and Administrative Tribunal (ACAT) Review

Under section 84 of the Act, if a decision is made under section 82(1) on an Ombudsman review, you may apply to the ACAT for review of the Ombudsman decision. Further information may be obtained from the ACAT at:

ACT Civil and Administrative Tribunal
Level 4, 1 Moore St
GPO Box 370
Canberra City ACT 2601
Telephone: (02) 6207 1740

<http://www.acat.act.gov.au/>

Should you have any queries in relation to your request please contact me by telephone on 6207 7754 or email CMTEDDFOI@act.gov.au.

Yours sincerely,

A handwritten signature in grey ink, appearing to read 'P. Dachs', is positioned above the typed name.

Philip Dachs
Information Officer
Information Access Team
Chief Minister, Treasury and Economic Development Directorate
25 March 2020



ACT
Government

Chief Minister, Treasury and
Economic Development

FREEDOM OF INFORMATION REQUEST SCHEDULE

WHAT ARE THE PARAMETERS OF THE REQUEST						Reference NO.
Performance reports of the ACT Aboriginal and Torres Islander Business Development and Entrepreneurship Program of 28 February 2018, 30 May 2018, 30 August 2018 and 30 November 2018						CMTEDDFOI 2020-018
Ref No	Page number	Description	Date	Status	Reason for Exemption	Online Release Status
1	1-16	Quarterly report – Q1 2018	28-Feb-2018	Full release	N/A	Yes
2	17-30	Quarterly report – Q2 2018	4-Jun-2018	Full release	N/A	Yes
3	31-50	Quarterly report – Q3 2018	12 Sep-2018	Full release	N/A	Yes
4	51-65	Quarterly report – Q4 2018	28-Dec-2018	Full release	N/A	Yes
Total No of Docs						
4						

Quarterly Report on the

ACT INDIGENOUS BUSINESS DEVELOPMENT PROGRAM 2018

Incorporating:

The Yarning Circle & The ACT Indigenous Entrepreneurs Program

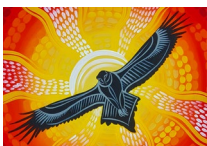


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Attachments

- A Yarning Circle attendee list
- B Yarning Circle run sheet
- C Digital Marketing Workshop attendee list
- D Financial Report



Executive Summary

Report on the ACT Indigenous Business Development Program 2017-18

I am pleased to present the first quarterly report for the ACT Indigenous Business Program.

Yerra has delivered a high-quality Program and have continued our engagement with successful companies from our pilot and subsequent programs while supporting new and exciting business which demonstrate flair and entrepreneurship.

Our presenters have been leaders in their fields and the supporting documentation has been of a high standard.

To date we are pleased to have received good press, radio and TV coverage of our program and will continue with our engagement with the media.

We are well on our way to meeting our KPIs and continue to work hard to ensure we meet or exceed all KPIs.

Please contact me directly on 0423 392 210 or ddevow@yerra.com.au if you would like to discuss any aspects of this report.

Yours sincerely,



Dion Devow
Managing Director

Yerra Pty Ltd
28 February 2018



Quarter 1 Progress highlights

Yerra is pleased to present the following report on activities undertaken in the first months of the Program.

Total Number of Aboriginal and Torres Strait Islander people participated in the program to date => 40.

Total entrepreneurs receiving one on one coaching => 6.

Total Meetings held with entrepreneurs => 30.

Total program partners => 3

Yarning Circle

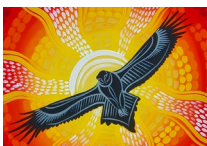
Held the first Yarning Circle with around 35 attendees from the established Canberra Indigenous Business Community, new business owners, entrepreneurs and intending business people with an idea to develop.

The key outcome of this event was that It proved to be a succesful reinvigation of the program and confirmed the need for the program to support Indigenous Businesses.

The themes discussed included having the confidence to start a business, the options for supporting a business and Indigenous Entrepreneurs, challenges in procurement and tender writing, the current support oportunities for entrepreneurs in the public service to have a day or two off a week to work on their business.

The Canberra Times and Win News covered this event talking about Indiegnous Business in genenal and Darkies Design and Nations Connect in particular.

Feedback was presented on the video, a surevy was sent to participants no replies received. Recommendations from the participants included; being versatile with venues and the formalities of events, doing something specifically targetting young Indiegnous people, tendering and pricing were difficult and any support in these areas would be appreciated.



Links to significant outcomes from the Yarning Circle

Yarning Circle 2018 from [jasonmacqueen](#) on [Vimeo](#).

<http://www.canberratimes.com.au/act-news/nations-connect-app-to-bring-together-australias-indigenous-services-20180215-h0w5yy.html>

<https://www.linkedin.com/feed/update/urn:li:activity:6367911454024306688>

Participant Feedback

'I've really seen the potential for me to do this as an indigenous business'

Adam Shipp – Yurbay Consulantancies

'A great opportunity to mingle and talk to people. It's really exciting for those of us coming into business for the first time.'

Karen Demmery - Gundabooka Group

'I think I gained a community'

Jacob Keed – Nations Connect

Digital Marketing Workshop

We held a Digital Marketing seminar which we limited to 10 participants. The workshop was presented by one of Australia's preeminent experts in Digital marketing, Colin Anstie. Colin has a history of highly successful marketing campaigns and involvement in the Digital sector including the redevelopment of the Prime Minister's LinkedIn and Facebook pages. The workshop was accompanied by high quality bound and presented notes which gave participants an ongoing resource to guide their Digital marketing campaigns.

Survey and offer made to all participants to continue their professional development with marketing and digital marketing units at CIT, we await response.



Participant Feedback

“My favourite area in business is marketing and sales and yesterday I attended a great digital marketing workshop with other Canberra entrepreneurs. Was one of the best I have been to. Thanks to Yerra and Raging Digital.”

Alex Sanderson Stantech Corporation

Business Engagements.

One on One business advisor sessions common themes that have emerged include; pricing, company vs ORIC set set up, the complexity of tender responses, professionalising business offerings and ongoing mentoring to support increased business confidence.

Some highlights of this quarter:

- ❖ Entrepreneur shortlisted for ICON grant pitch.
- ❖ Entrepreneur negotiating good licensing deal for the use of their technology.
- ❖ Entrepreneur received \$30K seed capital investment.
- ❖ Entrepreneur charged 5X historical price successfully.

Other Activities

- ❖ Following the Digital Marketing workshop Yerra is developing an interim website for an Aboriginal entrepreneur at no cost to the entrepreneur
- ❖ We have arranged assistance by University of Canberra MBA students in the preparation of Business Plans. To date at least 3 Entrepreneurs and an established business are working with the MBA students to develop or upgrade their business plans. These will take until the end of the academic year to complete.
- ❖ We have coordinated the use of a board room to enable one of our participants to conduct training in First Aid Mental Health Course over a 2 day period.
- ❖ We continue to develop our co working space to create a place offering peer support, access to computer equipment, printing, office space and some formal business support for Indigenous Entrepreneurs. We are developing a business community which includes participants from previous Yarning Circles and newcomers
- ❖ Partnerships developed with;
 - King Wood Mallesons will be the Events Partner for Indigenous Entrepreneurs Program for 2018
 - PWC will support entrepreneurs for three months to establish and support their accounting needs.
 - The Millhouse will share co-working spaces at UC and in Deakin and support program development.



KPI Progress Summary

The following table gives an update on the Summary based on contract for services between Yerra Pty Ltd and ACT Government:

Activity	Annual Measure	Progress update
Yarning Circle	1	1
Workshops	6	1
Business Engagements	12	6
Specialist Business Advice Sessions	5	4
Employability Training Sessions	3	0
Internship Opportunities	5	0
Referrals to CIT	10	0
Quarterly Reports	4	1

Objective 1: Aboriginal and Torres Strait Islander Business Networking

Activities, KPIs and Progress Update:

Activity	KPI	Progress update
1. Yarning Circle	An annual Canberra Business Yarning Circle a culturally sensitive networking event run by and experienced facilitator	Held. 35 participants

[Yarning Circle 2018](#) from [jasonmacqueen](#) on [Vimeo](#).



Objective 2: Business Development

Activities, KPIs and Progress Update:

Activity	KPI	Progress update
2.1 Workshops	Deliver 6 Business Product and Finance Workshops	One held Digital Marketing Workshop Attended by 10 participants Presented by Colin Anstie a recognised expert in this field
2.2 Individual Business Mentoring and strategy	Engage 12 businesses Development of business action plans or strategic plans (where appropriate), direct support and mentoring of each business	We have enabled support for 4 businesses in the development of their business plans with assistance from University of Canberra MBA students. Liz Kobold has meet with 6 business owners and entrepreneurs to discuss business establishment and development, continuing regular meetings.
2.3 Specialist Support Sessions	Deliver 5 specialist advice sessions. Experts engaged to deliver targeted advice and support	Yerra is developing an interim website at no cost to the entrepreneur

Objective 3: Individual Development and Employment

Activities, KPIs and Progress Update:

Activity	KPI	Progress update
3.1 Employability training	3 employability training sessions. Educational sessions for students seeking support in finding employment	
3.2 internships	5 Internship opportunities for Students	

Objective 4: Educational Program

Activities, KPIs and Progress Update:

Activity	KPI	Progress update
4.1 CIT referrals for training	10 Business owners to be referred to CIT for training	Appointment set with CIT to put arrangements in place

Objective 5: Reporting

Activities, KPIs and Progress Update:

Activity	KPI	Progress update
5.1 Quarterly Reporting	4 quarterly reports 28 February 2018 30 May 2018 30 August 2018 30 November 2018	1 submitted
5.2 Independent evaluation of the program	Engage UC to undertake external review of the Program to inform future program design and funding	Engagement confirmed with UC, Professor Dennis Foley to take the lead on this assessment with the assistance of his Masters of Indigenous Entrepreneurship student.

Summary & Next Steps

We have our Social Enterprise workshop booked for 5th April and our Tender writing workshop booked for 1st May.

We trust that this report meets with your approval and look forward to continuing to work with you to deliver a thriving and diverse Indigenous Business Sector in the ACT.

Dion Devow
CEO Yerra



Attachment A – Yarning Circle Participants

Name	Organisation
Alysha Olsen	None – independent
Nakita Shea	None – independent
Daniel	None – independent – did not enter surname but left email contact
Dennis Foley	University of Canberra
Larry Brandy	Story Teller
Lisa	None – independent – did not enter surname but left email contact
Jacob Keed	Nations Connect
Felicity Corbin	University of Canberra
Alex Sanderson	StanTech
Serena Williams	Ngunnawal
Joe Williams	None stated but left email contact
Siddarth Shiradker	ANU
Andrew Clarke	IBA
Adam Shipp	Yurbay Consultancies
Shanell Gadd	None stated but left email contact
Jai Ingram	APSC
Nevada Brown	Coolamon Advisors
James Morgan	None stated but left email contact
Karen Demmery	Gundabooka Group
Sandeep Kaur	University of Canberra – intern
Harpreet Singh	University of Canberra – intern
Yoonjae Jung	University of Canberra – intern

R Allen	Traditional Owners Aboriginal Corp
Karen Porter	Smith Family
Robyn Forrester	AILC
Cara Smith	CIT Yuranna
Caroline Hodges	CIT Yuranna
Kieran Hynes	Willyama
Timisha Venk	Dept. of Industry
Brenda Goldstein	Dept. of Industry
David Mayo	Dreamtime
Tom Layton	ICV
Other attendees did not sign in	



Attachment B – Yarning Circle Run sheet

Time		Who
8.45	Coffee and tea network	
9.00	Welcome to Yarning Circle	Dion
	Welcome to Country	
	Welcome to the day	
9.10	KWM welcome	KWM
9.15	Intro to Entrepreneurs	Dion
9.20	Dion Devow	
9.40	Katrina Fanning	
10.00	Jacob Keed	
10.30	Morning Tea	
11.15	What's on in the Canberra Indigenous Entrepreneurs Program	Dion
11.25	IBA	Andrew Clark
11.28	ICV	Tom Layton
11.31	UC	Uncle Dennis Foley
11,34	AILC	Robyn Forester
11.38	Human Rights Commission	Karen Toohey
11.41	CIT	Joy Terry
11.45	Yarning Time -	
	Questions to any of the speakers, Questions to Dion & Liz, Suggestions about the program workshops any support needed	Dion to facilitate
12.30	Wrap up	Dion

Attachment C – Digital Marketing Workshop Attendees

Person

- 1 James Morgan
- 2 Alex Sanderson
- 3 Nalin Raitnaike
- 4 Larry Brandy
- 5 Jacob Keed
- 6 Tjanara Goreng Goreng
- 7 Keiran Hynes
- 8
- 9 Rachel Towart
- 10 Nevada Brown

Business

- Young Emerging Entrepreneur
Stantech Corporation
Red Brick Properties
Larry Brandy Storyteller
Nations Connect

Willyama
Willyama
Pipeline talent
Coolamon Advisors

Attachment D – Financial Report

SCHEDULE 3 of the Service Funding Agreement states:

“REPORTS AND REVIEWS Item 1. FINANCIAL REPORTS

(1) The Territory may request from the Organisation:

(a) Financial Reports or Acquittals, on a quarterly basis. E.g. within 30 days of: 28 February 2018, 30 May 2018, 30 August 2018 and 30 November 2018, for each year of the Agreement;”

Quarter 1 - Dated 28th February 2018

Activity	Time (#hours)	Cost (per hour)	Total (\$)
<ul style="list-style-type: none"> Commence Yarning Circle Planning and Marketing Program Planning & marketing Develop Expert Program University of Canberra review and reporting planning meeting 	82 hours	10 FTE Days Work @\$500 per day	\$5,875.00
	80 hours		\$5,000.00
	24	Domain registratio n	\$1,500.00
	10	Template \$550	\$625.00
	24		\$625.00
Much of the times spent equates to Wages			
Individual Business Mentoring and Business Growth with new entrepreneurs – 8 sessions	24	\$500.00 per day	\$1,500.00
<ul style="list-style-type: none"> Develop workshop schedule for 2018 Deliver Yarning Circle Video recording & production Welcome to Country Individual Business Mentoring and Business Growth X 8 new entrepreneurs Program Marketing 	24		\$1,200.00
	30	\$500 per day	\$1,825.00
	\$500		\$500
	\$250	\$500 \$250	\$250
	25		\$750.00
24		\$1,500.00	
Preparation (Liz Kobold & Dion Devow) and Facilitation of Yarning Circle and Digital Workshop (Dion Devow)	32	Expert 4 hours @\$150 per hour	\$2,600.00
TOTAL			\$22,500.00

SERVICE FUNDING AGREEMENT DRAFT REPORTING TEMPLATE ACT ABORIGINAL AND TORRES STRAIT ISLANDER BUSINESS DEVELOPMENT AND ENTREPRENEURSHIP PROGRAM

Reporting period- *1st March 2018 to 30th May 2018*

Date Summited – 4June 2018

Overview

In this quarter we have grown the businesses being supported to 9 (Attachment D). Notably we were able to assist in the development of an advisory board and executive team for Stantech corporation, in addition to connecting this young entrepreneur with a marketing agency to work on the branding the platform. This young entrepreneur has now left his full-time job to pursue his start-up dreams. Our new client Indigenous Defence Technologies is a deep-tech company currently in negotiations with British Aerospace for their laser technologies.

We were able to deliver one workshop this quarter - Social Impact businesses presented by Cindy Mitchell. Unfortunately, our presenter for the tender workshop cancelled at the last minute and rescheduled to later in the year.

The 12 Participants (attendees list attachment B) were particularly interested in the synergies between social enterprise and Indigenous Business, left feeling inspired. The key takeaway was – the intentionality of the purpose for the business.

Participants received handout of the slide deck (attachment C)

Feedback included

“Good Insight, Thank you.”

“Puts into my mind what’s possible. It is a good thing to start to think about what I could do in the future”

“Inspiring, Interesting Session”

“I wanted to touch base to say thank you very much for letting me attend today’s workshop. It was fantastic to see the diversity of ideas for business in the group and to know that this type of support is available for Aboriginal entrepreneurs. I’d be very pleased to be able to attend future workshops you hold, so would be grateful if you could keep me in the loop.”

The specialist engagement has been a big success, most of the entrepreneurs that we have engaged with have been able to access it, we have been able to gain excellent sponsorship and support from large corporates KWM and PWC to assist with stretching this support as far as we possibly can.

We are meeting and corresponding regularly CIT and planning pilot internship event during NAIDOC week, we have initiated 3 way talks with RIBIT, CIT and Yerra for an Indigenous Student event later in the year

A big challenge has proven to finding the appropriate people to refer to CIT, to date we have one. This entrepreneur is very early stage having only established her business within the past three months. She is the first client identified to require assistance in all operational aspects of running a business. The profile of other entrepreneurs we are currently engaging with include – undertaking PhD, Masters, bachelor’s degree and Diploma level education. It has not been appropriate to refer any of these people to CIT. We have been working actively with the Yurana Centre at CIT and the Ngunnawal Centre at UC.

Employability training sessions are another challenge as we are not sure where they fit into the business program, there is some possibility that they may be appropriate with an internship event later in the year.

Next quarters workshops are scheduled in August and September, the topics will be *Build your own website* and *Are you thinking of starting a business?*

SCHEDULE 2

Item 3. OUTCOMES

Item	Output	Comments
3.1	Build on the momentum generated by previous programs to support and develop local Aboriginal and Torres Strait Islander business and entrepreneurship	<p>The community feedback over the last few years continues to be positive, to develop a great reputation and trust within the Indigenous community takes time. We believe that we have that now, we see this in terms of the support letters received from local institutions, the ATSIEB and individuals. We had initial meetings with a number of now active Indigenous Entrepreneurs during the last program who have come back with more refined ideas and their start-up businesses have been commenced. We are also actively lobbying Federally and Locally for continuation of the program and better access for Indigenous Business to government procurement opportunities. We are very excited to see the next generation of Indigenous Entrepreneurs actively participating in workshops and events. We truly believe that this a 5-10-year program before we will see the substantial increase in Indigenous Enterprises that will drive economic impact.</p> <p><i>Canberra Business Yarning Circle 2018</i></p> <ul style="list-style-type: none"> • Establish and deliver this event. <p><i>Business Support Program</i></p> <ul style="list-style-type: none"> • Business Adviser to be present at Indigenous Business Hub to provide business coaching, planning, writing assistance for Indigenous Business. • Indigenous Business specific workshops – 1 or 2, digital marketing, how to do your BAS. Tender writing • Specialists / Experts to be engaged to support business needs. For example, Patent, tender writing, accounting. <p><i>Entrepreneur Training & Internships / Traineeships (Key collaborator CIT)</i></p> <ul style="list-style-type: none"> • Pilot a cohort of participants to complete competencies and Certificates. The likely combination will be early stage business intenders and students. • Pilot Internships / traineeships / employment event for Indigenous students seeking internships, for Indigenous Businesses and others seeking Indigenous Interns. This may include: <ul style="list-style-type: none"> ○ Mentoring ○ employability training ○ marketing

		<ul style="list-style-type: none"> ○ events
3.2	Trial a new, more sustainable model for delivery of the program, building on the successes of the 2016 program delivered by the CBR Innovation Network	Like most other business support and Innovation programs, this program is unlikely ever to be truly sustainable. We continue to lobby for alternative sources of funding and to secure long term partners to enable effective delivery of the program. We have lobbied at Federal level and talking to key current and future program partners like KWM and Westpac.
3.3	Integrate formal training and education from the Canberra Institute of Technology into the program, introducing local Aboriginal and Torres Strait Islander businesses to existing business support programs	<p>CIT Business Certificates are on offer to participants and entrepreneurs being coached (10),</p> <p>This quarter we have referred one young female Indigenous Entrepreneur to CIT who needs matched the offering from CIT.</p> <p>We offered all participants (12) in last quarters Marketing unit at CIT</p> <p>Please refer to CIT directly about the outcomes of this referrals. ????</p> <p>Participants (5) have actively participating in Canberra Innovation network workshops, events and pitched at First Wednesday Connect. and we also have 2 Indigenous Entrepreneurs' working from the Indigenous Entrepreneurs' Centre at our Deakin Offices full time, and interns of up to 4 at a time working part time from our offices.</p>
3.4	An independent evaluation of the program to inform future program design and funding	Engagement confirmed with UC, Professor Dennis Foley to take the lead on this assessment with the assistance of his Masters of Indigenous Entrepreneurship student.

Item 4. OUTPUTS

Item	Output	KPI (for this reporting period)	Comments
4.1.a	An annual Canberra Business Yarning Circle: a culturally sensitive networking event run by an experienced facilitator	Completed Last Quarter	As per previous Report - Attachment A
4.2.a	Six (6) Business, Product and Finance Workshops. Aboriginal and Torres Strait Islander Business specific workshops targeting key finance, management and communication skills;	One workshop completed Cumulative 2/6	<p>One workshop Completed - Social Impact businesses presented by Cindy Mitchell. Unfortunately, our presenter for the tender workshop cancelled at the last minute and rescheduled to later in the year.</p> <p>The 12 Participants (attendees list attachment B) were particularly interested in the synergies between social enterprise and Indigenous Business, left feeling inspired. The key takeaway was – the intentionality of the purpose for the business.</p> <p>Participants received handout of the slide deck (attachment C)</p> <p>Feedback included</p> <p>“Good Insight, Thank you.”</p> <p>“Puts into my mind what’s possible. It is a good thing to start to think about what I could do in the future”</p> <p>“Inspiring, Interesting Session”</p> <p>“I wanted to touch base to say thank you very much for letting me attend today’s workshop. It was fantastic to see the diversity of ideas for business in the group and to know that this type of support is available</p>

			for Aboriginal entrepreneurs. I'd be very pleased to be able to attend future workshops you hold, so would be grateful if you could keep me in the loop."
4.2.b	(In the second year, if exercised) Trade Show. Aboriginal and Torres Strait Islander Business Trade Show showcasing local Aboriginal and Torres Strait Islander Businesses to local, Commonwealth Government, universities and corporate bodies	Not applicable	Not applicable
4.2.c	Individual Business Mentoring and Strategy. Engage twelve (12) businesses. Development of strategic plans for individual businesses and direct support and mentoring of each business for twelve months	3 additional entrepreneurs Cumulative 9/12	<p>Business ranging from intended to established looking to grow are participating in the program. Businesses work one on one with adviser to identify particular areas of need that need to be addressed. Experience and a structured approach to review of the fundamentals of the business allow adviser to identify needs gaps quickly.</p> <p>Business plans are being developed using the business model canvas.</p> <p>There is space now at the ACT Indigenous Business Hub, available for the entrepreneurs to utilise. We are seeing 1-3 entrepreneurs use this space each week. Yerra team works from this space every day and Business adviser works from this space on Fridays. The consultations take place one on one in this space.</p> <p>Participants are booking regular sessions with adviser and referring new clients. Confidence to operate is a fundamental gap for Indigenous entrepreneurs, this has been observed in every client of the program. The time taken to mentor and coach is fundamental to delivering improvements in levels of confidence and self-belief.</p>
4.2.d	Five (5) Specialist Business Advice Sessions. Experts engaged to provide targeted advice and support (for example: legal and Intellectual Property).	12 completed Cumulative 12/5	As participants are working with business adviser opportunities to engage specialists have been identified. List is provided at Attachment E. The value of specialist support to date is \$27,500. The impact of this specialist program has been substantial from early stage 3 month engagement with accountant to set up the establish accounting system and support and coach entrepreneur to learn book keeping and compliance requirements for the business. Business has

			engaged graphic designer to assist with branding and website development. Prototypes developed for the existing business to expand product range.
4.3.a	Three (3) Employability Training Sessions. Educational session for Aboriginal and Torres Strait Islander students seeking support in finding employment (CV support, interview training etc.),	None Complete Planning underway	This will likely form part of Internship event in partnership with CIT and RIBIT later in the year, date to be confirmed, research complete on the profile of Indigenous students at the local institutions in order to tailor appropriate program.
4.4.a	Refer at least ten (10) Aboriginal and Torres Strait Islander business owners or entrepreneurs to the Canberra Institute of Technology to undertake training in areas where skills gaps have been identified	<i>1 participant referred to CIT</i> .	<p>This entrepreneur is very early stage having only established her business within the past three months. She is the first client identified to require assistance in all operational aspects of running a business. There is regular check in on engagement with CIT during coaching session.</p> <p>The profile of other entrepreneurs we are currently engaging with include – undertaking PhD, Masters, bachelor’s degree and Diploma level education. It has not been appropriate to refer any of these people to CIT.</p> <p>We will continue to work to identify appropriate candidates.</p> <p>We are meeting and corresponding regularly CIT and planning pilot internship event during NAIDOC week.</p>

Item 5. PERFORMANCE EXPECTATIONS

Output	Comments
The Organisation must implement strategies to ensure access by Aboriginal and Torres Strait Islander and people from culturally and linguistically diverse backgrounds.	<p>The program is accessible to all Aboriginal and Torres Strait Islander people in the region. We see that people have come from all over Australia to make Canberra their home.</p> <p>We have established a https://yerra.com.au/canberra-indigenous-entrepreneurs-centre/ that lists the program offering and is one contact point.</p> <p>We develop active Marketing campaigns for each event through; Facebook, email and by word of mouth. We note that the active participants readily promote through their network particularly through social media.</p>

SCHEDULE 3

Item 1. FINANCIAL REPORTS

Detail activity and time spent with cost.

You may wish to provide proof of expenditure (invoices/receipts) for non-wage expenses.

Activity	Output	Time	Cost	Total
<i>Business Adviser - contractor</i>	<i>4.2c</i>	<i>102</i>	<i>\$62.50/hour</i>	<i>\$6,400</i>
<i>Wages</i>	<i>4.2a,c</i>	<i>256</i>	<i>\$62.50/hour</i>	<i>\$15,600</i>
TOTAL				\$22,000

Attachment B – Workshop Participants

Attachment C – Workshop Content

Attachment D – Businesses assisted to date

Attachment E – Summary of Specialist engagement

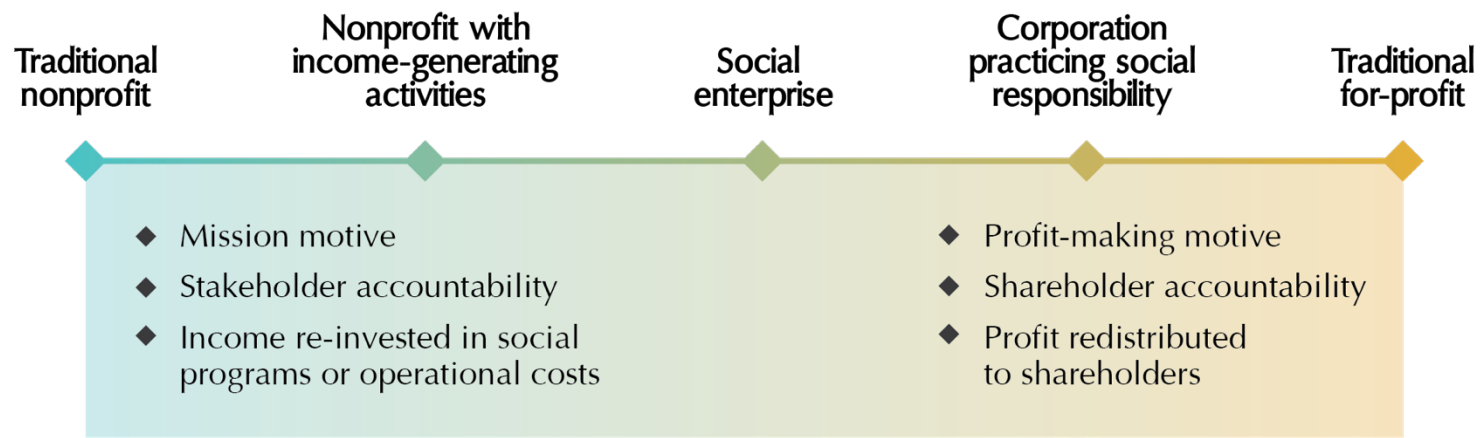
Attachment A – Quarter 1 Report

Attachment B – Workshop Participants

1	Kristie	Peters
2	Tanya	keed
3	Monique	Sutherland
4	Darren	Chong
5	John	Pearson
6	Catherine	Taylor
7	James	Barnett
8	Ethan	French
9	James	Morgan
10	Chandan	Paul
11	Ruth	Gilbert
12	Deb	Melaluca

Attachment C – Workshop Content

Provided are the two key slides



THE SOCIAL ENTERPRISE CANVAS

Designed for _____

Designed by _____

Date _____

Iteration # _____

<p>Vision What are the intended long-term outcomes?</p> <p>What will we measure?</p>	<p>Value Propositions What value are we providing? How are we making people's lives better?</p>	<p>Stakeholders</p> <p>Beneficiaries/Customers For whom are we creating value?</p>	<p>Relationships What type of relationship do stakeholders expect us to have with them? What information will they want? How frequently will we interact?</p>	<p>Channels How will goods and services be delivered? Through which channels do stakeholders want to be reached? Which channels are most effective?</p>	<p>Key Resistances What alternatives are there? Who benefits from the status quo? What potential roadblocks are there?</p>
<p>Opportunity Statement How will we take advantage of the current conditions? What is the hypothesis for change?</p> <p>What will we measure?</p>	<p>What will we measure?</p>	<p>Providers/Contributors For whom are we getting resources?</p>			
<p>Potential Consequences How might social, economic and environmental systems be negatively impacted?</p> <p>What will we measure?</p>	<p>Influencers</p> <p>Competitors For resources or market share?</p>				
<p>Key Activities What key activities do our value propositions require? Our distribution/communication channels? Resource streams?</p> <p>What will we measure?</p>	<p>Key Resources What capital, labor, intellectual, natural, social and physical resources do we need?</p> <p>What will we measure?</p>		<p>Resource Streams Where do resources come from? For what value are our customers really willing to pay? Do customers pay with capital, information, labor or items?</p> <p>What will we measure?</p>		

Based on "The Business Model Canvas" at www.businessmodelgeneration.com
This version designed by Danielle Olson (with input from many others)

Non-profit For-profit Hybrid Other _____



Attachment D – Businesses assisted to date

1. Nations Connect
2. Stantech Corp
3. New business idea - Business transformation / Change Management
4. Yurbay Consultancy
5. Gundabooka Group
6. Larry Brandy Story Teller
7. Yarradhamurra Creations
8. Black Magic Coffee
9. Indigenous Defence Technologies

Attachment E – Summary of Specialist engagement

EXPERT / SPECIALIST ENGAGEMENT							
	Entrepreneur	Business	Area of Expertise needed	Expert	Expert's Organisation	Cost	Sponsorship
1	Karen Demmery	Gundabooka Group	Graphic design & Website	Roxanne Tulk	44 Creative	\$1,000	
2	Karen Demmery	Gundabooka Group	Accounting & Book Keeping	Alison Grimes	PWC	\$2,500	\$2,500
3	Alex Sanderson	Stantech Corporation	Technical Platform Deisgn	Zac Sequoia	Launch Factory	\$750	
4	Larry Brandy	Larry Brandy Story Teller	Prototyping	Erica Hediger	The Creative Element	\$750	
5	Alex Sanderson	Stantech Corporation	Angel Investment	Craig Davis	Griffin Accelerator		

6	Jacob Keed	Nations Connect	Crowdfunding	James Deamer		500	500
7	Adam Shipp	Yurbay Consultancies	Website	Tom Llayton	ICV	\$2,000	\$2,000
8	Jacob Keed	NAtions Connect	Contracts / License	Will Barr	KWM	\$20,000	\$20,000

ACT ABORIGINAL AND TORRES STRAIT ISLANDER BUSINESS DEVELOPMENT AND ENTREPRENEURSHIP PROGRAM

Reporting period- *1st June 2018 to 31st August 2018*

Date Summited – 12 September 2018

Overview

In this quarter we have grown the businesses being supported to 13 (Attachment D). Exciting developments have included one entrepreneur securing her first \$25,000 contract after establishing her business. Another female entrepreneur's business turnover has grown from \$500 per month to \$5,000 per month since she has been working with the program. We have attached four case studies/ profiles.

There were 38 Participants in three workshops: 'youth entrepreneurship workshop'; 'website design – build your own website'; and 'are you thinking of starting a business?' Participants all received handouts of supporting material, including the slide decks. The website design workshop presenter was coached on culturally appropriate delivery of the workshop and the fact that it was unlikely that all participants would have computers. The workshops were of high quality, as were the accompanying presentations and handouts.

Feedback included

“This website workshop was very useful a checklist of things to think about”

“A good idea to follow your passion and see if you can make a business”

“Dion is a very cool leader, it was great to hear his story. Maybe I can run my own business one day.”

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Our final workshop will be “Cultural Intellectual Property” presented by Terri Janke, an indigenous lawyer and Australia’s leading expert in this field.

The specialist engagement is still strong with entrepreneurs actively engaging with the existing specialist referrals, two additional entrepreneurs engaged with specialist engagement this quarter and we are expecting another one next quarter.

Internships will be addressed in the next quarter with two key activities; RIBIT event in November 20th we will work with the institutions to try to get a number of Indigenous Students to participate and Yerra is negotiating opportunities for Indigenous Students in the Department of Human Services Technology Innovation Centre and as part of a large ICT redevelopment project being bid to an agency. Though we are unable to provide details of the second engagement due to a non-disclosure agreement we hope to be able to release further details in our next Quarterly report. This is a major redevelopment with a large agency and a large multinational IT company and, if successful, will result in significant resources and opportunities being made available to develop a program which will provide internships and career opportunities.

CIT

We will be unable to meet the KPIs of 10 referrals to CIT, as we have previously stated, due to the level of education that the entrepreneurs that we are working with have. Many have already completed diplomas, degrees, masters and one is working on her PhD. See Attachments for educational attainments summary.

We offered an opportunity for the CIT to run our website workshop and promote their programs. They refused and offered a 5-week program at \$500 per participant. We declined this offer (due to insufficient resources to cover this work and cost). We then invited them to come along to our workshop and meet the participants. They did not respond to our invitation. (we have supplied this email chain to reviewers).

We will also be unable to meet the requirement of employability workshops as we are still unsure of the target market for this. We are working with entrepreneurs who are working in their business fulltime, some of the entrepreneurs are part-time public servants who work on their

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business part time. In summary they do not want a job outside their business, have a job or have had a job in the past and left it to pursue their entrepreneurial plans.

We request that the government considers a contract variation that removes these requirements.

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SCHEDULE 2

Item 3. OUTCOMES

Item	Output	Comments
3.1	Build on the momentum generated by previous programs to support and develop local Aboriginal and Torres Strait Islander business and entrepreneurship	<p>The community feedback over the last few years continues to be positive, we are developing a great reputation and building trust within the Indigenous community. This takes time. We believe that we have built sufficient trust and reputation now to maintain and build on our success. We see evidence of this in terms of the support letters received from local institutions, the ATSIEB and individuals. We have had initial meetings with a number of now active Indigenous Entrepreneurs during the last program who have come back with more refined ideas now that their start-up businesses have commenced. We are also actively lobbying Federally and Locally for continuation of the program and better access for Indigenous Business to government procurement opportunities. We are very excited to see the next generation of Indigenous Entrepreneurs actively participating in workshops and events. We truly believe that this is a program will take between 5 to 10 years before we will see the substantial increase in Indigenous Enterprises that will drive substantial, sustainable economic impact.</p> <p><i>Canberra Business Yarning Circle 2018</i></p> <ul style="list-style-type: none"> • Establish and deliver this event.

	<p><i>Business Support Program</i></p> <ul style="list-style-type: none"> • Business Adviser to be present at Indigenous Business Hub to provide business coaching, planning, writing assistance for Indigenous Business. • Indigenous Business specific workshops – 1 or 2, digital marketing, how to do your BAS. Tender writing • Specialists / Experts to be engaged to support business needs. For example, Patent, tender writing, accounting. <p><i>Entrepreneur Training & Internships / Traineeships (Key collaborator CIT)</i></p> <ul style="list-style-type: none"> • Pilot a cohort of participants to complete competencies and Certificates. The likely combination will be early stage business intenders and students. • Pilot Internships / traineeships / employment event for Indigenous students seeking internships, for Indigenous Businesses and others seeking Indigenous Interns. This may include: <ul style="list-style-type: none"> ○ Mentoring ○ employability training ○ marketing ○ events
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<p>3.2</p>	<p>Trial a new, more sustainable model for delivery of the program, building on the successes of the 2016 program delivered by the CBR Innovation Network</p>	<p>Like most other business support and Innovation programs, this program is unlikely ever to be truly economically self-sustainable. We continue to lobby for alternative sources of funding and to secure long term partners to enable effective delivery of the program.</p> <p>We have lobbied at Federal level and are talking to key current and future program partners like KWM, Westpac, Federal government agencies and ICT companies.</p> <p>This quarter we have been working with Department of Prime Minister & Cabinet and IBA. Both have advised that there is potential for future federal funding given that Canberra is the home for IPP. This would need to be in open discussions between ACT and Federal Governments. Yerra resources are limited and do not have the capacity to undertake the activities to seek funding from Federal Government.</p>
<p>3.3</p>	<p>Integrate formal training and education from the Canberra Institute of Technology into the program, introducing local Aboriginal and Torres Strait Islander businesses to existing business support programs</p>	<p>We will be unable to meet the KPIs of 10 referrals to CIT, as we have previously stated the level of education that the entrepreneurs that we are working with means that this is not appropriate. Many have already completed diplomas, degrees, masters and one is working on her PhD. See Attachments for educational attainments summary.</p> <p>We offer the opportunity for CIT to run our website workshop. This would have provided them with access to their target audience. They refused and offered a 5-week program at \$500 per participant. We declined this offer (due to insufficient resources to cover this work)</p>

	<p>and invited them to attend our workshop, meet the participants and present their curriculum. They did not respond. (we have supplied this email chain to reviewers)</p> <p>We will also be unable to meet the requirement of employability workshops as we are still unsure of the target market for this. We are working with entrepreneurs who are working in their business fulltime, some of the entrepreneurs are part-time public servants who work on their business part time. In summary they do not want a job outside the business, have a job or have had a job in the past.</p> <p>We request that the government considers a contract variation that removes these requirements.</p> <p>CIT Business Certificates are on offer to participants and entrepreneurs being coached (10),</p> <p>This quarter we have referred one young female Indigenous Entrepreneur to CIT who needs matched the offering from CIT.</p> <p>We referred all participants (12) in last two quarters to the Marketing unit at CIT</p> <p>Please refer to CIT directly about the outcomes of this referrals.</p> <p>Five of our participants have actively participated in Canberra Innovation network workshops, events and pitched at First Wednesday Connect.</p>
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3.4	An independent evaluation of the program to inform future program design and funding	Follow up with Professor Foley, subsequent meeting held with ACT government. Information supplied to review team.

Item 4. OUTPUTS

Item	Output	KPI (for this reporting period)	Comments
4.1. a	An annual Canberra Business Yarning Circle: a culturally sensitive networking event run by an experienced facilitator	Completed Last Quarter	As per previous Reports
4.2. a	Six (6) Business, Product and Finance Workshops. Aboriginal and Torres Strait Islander Business specific workshops targeting key finance, management and communication skills;	Three workshops completed Cumulative 5/6	Workbooks supplied Youth Entrepreneurship

These 3 workshops were presented by Dion Devow to a group of 23 Indigenous youths aged 13 – 16 years old. Dion presented his own entrepreneurial journey and then over the subsequent sessions the group developed a hoodie that they have now sold to over 100 people.

Website Building

This workshop was presented to 10 participants by Tabs Fakier, without the need for having a computer. This was early stage website design workshop thinking about and addressing things on the website – placement, colours, fonts, call to action etc.

Are you thinking of starting a Business?

Presented by Liz Kobold and Dion Devow, to a group of people who are considering starting a business. Addressed impact, passion, value proposition, lean start up approaches, referrals to specialist to support accounting and legals.



4.2. b	(In the second year, if exercised) Trade Show. Aboriginal and Torres Strait Islander Business Trade Show showcasing local Aboriginal and Torres Strait Islander Businesses to local, Commonwealth Government, universities and corporate bodies	Not applicable	Not applicable
4.2.c	Individual Business Mentoring and Strategy. Engage twelve (12) businesses. Development of strategic plans for individual businesses and direct support and mentoring of each business for twelve months	4 additional entrepreneurs Cumulative 13/12	<p>4 new businesses added this quarter -</p> <p>Business ranging from intender to established looking to grow are participating in the program. Businesses work one on one with adviser to identify particular areas of need that need to be addressed. Experience and a structured approach to review of the fundamentals of the business allow adviser to identify needs gaps quickly.</p> <p>Business plans are being developed using the business model canvas.</p> <p>There is space now at the ACT Indigenous Business Hub, available for the entrepreneurs to utilise. We are seeing 1-3 entrepreneurs use this space each week. Yerra team works from this space every day and Business adviser works from this space on Fridays. The consultations take place one on one in this space.</p>

			Participants are booking regular sessions with adviser and referring new clients. Confidence to operate is a fundamental gap for Indigenous entrepreneurs, this has been observed in every client of the program. The time taken to mentor and coach is fundamental to delivering improvements in levels of confidence and self-belief.
4.2. d	Five (5) Specialist Business Advice Sessions. Experts engaged to provide targeted advice and support (for example: legal and Intellectual Property).	12 completed Cumulative 12/5	As participants are working with business adviser opportunities to engage specialists have been identified. List is provided at Attachment E. The value of specialist support to date is \$30,000. The impact of this specialist program has been substantial from early stage 3-month engagement with accountant to set up and establish an accounting system and support and coach entrepreneurs in book keeping and compliance requirements for their business. Business have engaged a graphic designer to assist with branding and website development. Prototypes developed for the existing business to expand product range.
4.3. a	Three (3) Employability Training Sessions. Educational session for Aboriginal and Torres Strait Islander students seeking support in finding employment (CV support, interview training etc.),	None Complete	Refer 3.3



Canberra
**Indigenous
Entrepreneurs**
Centre



4.4. a	Refer at least ten (10) Aboriginal and Torres Strait Islander business owners or entrepreneurs to the Canberra Institute of Technology to undertake training in areas where skills gaps have been identified	<i>None added</i> <i>1/10</i>	Refer 3.3
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Item 5. PERFORMANCE EXPECTATIONS

Output	Comments
<p>The Organisation must implement strategies to ensure access by Aboriginal and Torres Strait Islander and people from culturally and linguistically diverse backgrounds.</p>	<p>The program is accessible to all Aboriginal and Torres Strait Islander people in the region. We see that people have come from all over Australia to make Canberra their home.</p> <p>We have established a website at https://yerra.com.au/canberra-indigenous-entrepreneurs-centre/ that lists the program offering and is one contact point.</p> <p>We develop active Marketing campaigns for each event through; Facebook, email and by word of mouth. We note that the active participants readily promote through their network particularly through social media.</p>

SCHEDULE 3

Item 1. FINANCIAL REPORTS

Detail activity and time spent with cost.

You may wish to provide proof of expenditure (invoices/receipts) for non-wage expenses.

Activity	Output	Time	Cost	Total
<i>Business Adviser - contractor</i>	<i>4.2c</i>	<i>102</i>	<i>\$62.50/hour</i>	<i>\$6,000</i>
<i>Wages</i>	<i>4.2a, c</i>	<i>256</i>	<i>\$62.50/hour</i>	<i>\$9,000</i>
TOTAL				<i>\$15,000</i>

Attachment A – Workshop Participants 3

Workshop Content – Designing your website separate document to report

Attachment B – Workshop Participants

Workshop Content – Are you thinking of starting a business? separate document to report

Attachment C – Businesses assisted to date

Attachment D – Education levels

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Attachment E – Summary of Specialist engagement

Attachment F - Bank reconciliation

Case Studies separate document to report

Attachment A – Workshop Participants Workshop 3

Name	Email
1 Damien Coke	plasticforkboy@gmail.com
2 Gilbert Ruth	rgilbert@icv.com.au
3 Monique Sutherland	mon.sutherland@gmail.com
4 Tina Brown	tina.kingbrown@gmail.com
5 Deepak Chauhan	deepakn6500s@yahoo.in
6 Kristie Peters	yarrudhamarra@gmail.com
7 Tanya Keed	tanya.keed@act.gov.au
8 Jenny Johnston	jennyjohnson1@outlook.com.au

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Attachment B – Workshop Participants Workshop 4

Name	Email
1 Kristie Peters	yarrudhamarra@gmail.com
2 Tanya Keed	tanya.keed@act.gov.au
3 Jenny Johnston	jennyjohnson1@outlook.com.au
4 Ethan French	ethan.french@luton.com.au
5 James Morgan	james.morgan314@gmail.com
6 Gilbert Ruth	rgilbert@icv.com.au
7 Deepak Chauhan	deepakn6500s@yahoo.in
8 Rajiv Shah	dr_r_shah@hotmail.com
9 Hayden	

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Attachment C – Businesses assisted to date

1. Nations Connect
2. Stantech Corp
3. New business idea - Business transformation / Change Management
4. Yurbay Consultancy
5. Gundabooka Group
6. Larry Brandy Story Teller
7. Yarradhamurra Creations
8. Black Magic Coffee
9. Indigenous Defence Technologies
10. Tanya Keed **
11. Brian Demmery & Darren Solomon **
12. Ridelines Adventures **
13. Art by Jen **

**** added since last report**

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Attachment D– Education level of entrepreneurs

Name	Education Level
Jacob Keed	Diploma
Alex Sanderson	Diploma
Casey Millward	Bachelor's Degree
Adam Shippe	Diploma
Karen Demmery	Masters Achieved, PhD candidate
Larry Brandy	Bachelor's Degree
Kristie Peters	studying at CIT
Natalie Brown	Undertaking masters
John Pearson	Bachelor's Degree
Tanya Keed	Bachelor's Degree
Brian Demmery	Diploma
Damian Cook	Master's degree
Jennifer Johnson	Bachelor's Degree

Attachment E – Summary of Specialist engagement

EXPERT / SPECIALIST ENGAGEMENT							
	Entrepreneur	Business	Area of Expertise needed	Expert	Expert's Organisation	Cost	Sponsorship
1	Karen Demmery	Gundabooka Group	Graphic design & Website	Roxanne Tulk	44 Creative	\$ 1,000.00	
2	Karen Demmery	Gundabooka Group	Accounting & Book Keeping	Alison Grimes	PWC	\$ 2,500.00	\$2,500
3	Alex Sanderson	Stantech Corporation	Technical Platform Design	Zac Sequoia	Launch Factory	\$ 750.00	
4	Larry Brandy	Larry Brandy Story Teller	Prototyping	Erica Hediger	The Creative Element	\$ 750.00	
5	Alex Sanderson	Stantech Corporation	Angel Investment	Craig Davis	Griffin Accelerator		
6	Jacob Keed	Nations Connect	Crowdfunding	James Deamer		\$ 500.00	500
7	Adam Shipp	Yurbay Consultancies	Website	Tom Llayton	ICV	\$ 2,000.00	\$2,000
8	Jacob Keed	Nations Connect	Contracts / License	Will Barr	KWM	\$ 20,000.00	\$20,000
9	Natalie Brown **	Black Magic Coffee	Accounting & Book Keeping	Jennifer Larcombe	Easedowns Accountants	\$ 500.00	500
10	Tanya Keed**	TBC	Website	Ruth Gilbert	ICV	\$ 2,000.00	2000
						\$ 30,000.00	\$ 27,500.00

** added since last report

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ATTACHMENT F Financial Report

13/06/18	Withdrawal Mobile 1017425 Pymt Devow Fami Dion Pay Quart 3	5,400.00	9,997.50
13/06/18	Withdrawal Online 1823742 Pymt Elizabeth Liz Pay Quarter 3	6,600.00	3,397.50
13/06/18	Withdrawal Online 1932416 Pymt B and L Mi Bruce Quarter 3Pay	3,000.00	397.50

ACT ABORIGINAL AND TORRES STRAIT ISLANDER BUSINESS DEVELOPMENT AND ENTREPRENEURSHIP PROGRAM

Reporting period- *31st August 2018 to 30th November 2018*
28 December 2018 Date Summited –

Overview

In this quarter we have grown the businesses being supported to 14. Exciting developments have been one entrepreneur securing her first \$25,000 contract after establishing her business. Another female entrepreneur business turnover has grown from \$500 per month to \$5,000 per month since she has been working with the program. We have attached three case studies/ profiles.

The final workshop was a Supply Chain Engagement workshop presented on November 16th by the Yerra Team, this was a very successful workshop delivered in collaboration with 4 other Indigenous businesses who facilitated and collaborated with 30 other participants from across government and the private sector.

Internships

Yerra is negotiating opportunities for Indigenous Students in the Department of Human Services Technology Innovation Centre. Meetings were undertaken with staff of the innovation centre, and a request to meet with the Chief Information Officer of the department Charles McCardle to discuss whether a program of some kind that would involve connecting and engaging Aboriginal and Torres Strait Islander peoples from the community to participate in an intern program within the Innovation Centre might be something that would be of interest to DHS.

The thinking behind this initiative is that this may be an opportunity for Indigenous Australians to gain practical experience in an Information Technology environment, which is a sector that is lacking Indigenous participation. This would also give opportunity for a government department such as DHS to provide pathways to future employment through a program such as this and could assist them in reaching targets that the organisation may have with respect to Indigenous Employment.

The proposed program has been designed to be similar to a program that DHS currently run and will therefore be simple to implement.

SCHEDULE 2

Item 3. OUTCOMES

Item	Output	Comments
3.1	Build on the momentum generated by previous programs to support and develop local Aboriginal and Torres Strait Islander business and entrepreneurship	<p>The community feedback over the last few years continues to be positive, to develop a great reputation and trust within the Indigenous community takes time. We believe that we have that now, we see this in terms of the support letters received from local institutions, the ATSIEB and individuals. We had initial meetings with a number of now active Indigenous Entrepreneurs during the last program who have come back with more refined ideas and their start-up businesses have been commenced. We are also actively lobbying Federally and Locally for continuation of the program and better access for Indigenous Business to government procurement opportunities. We are very excited to see the next generation of Indigenous Entrepreneurs actively participating in workshops and events. We truly believe that this a 5-10 year program before we will see the substantial increase in Indigenous Enterprises that will drive economic impact.</p> <p><i>Canberra Business Yarning Circle 2018</i></p> <ul style="list-style-type: none"> • Establish and deliver this event. <p><i>Business Support Program</i></p> <ul style="list-style-type: none"> • Business Adviser to be present at Indigenous Business Hub to provide business coaching, planning, writing assistance for Indigenous Business. • Indigenous Business specific workshops – 1 or 2, digital marketing, how to do your BAS. Tender writing • Specialists / Experts to be engaged to support business needs. For example, Patent, tender writing, accounting. <p><i>Entrepreneur Training & Internships / Traineeships (Key collaborator CIT)</i></p> <ul style="list-style-type: none"> • Pilot a cohort of participants to complete competencies and Certificates. The likely combination will be early stage business intenders and students.

		<ul style="list-style-type: none"> • Pilot Internships / traineeships / employment event for Indigenous students seeking internships, for Indigenous Businesses and others seeking Indigenous Interns. This may include: <ul style="list-style-type: none"> ○ Mentoring ○ employability training ○ marketing ○ events
3.2	<p>Trial a new, more sustainable model for delivery of the program, building on the successes of the 2016 program delivered by the CBR Innovation Network</p>	<p>Like most other business support and Innovation programs, this program is unlikely ever to be truly sustainable. We continue to lobby for alternative sources of funding and to secure long term partners to enable effective delivery of the program.</p> <p>We have lobbied at Federal level and are talking to key current and future program partners like KWM and Westpac.</p> <p>This quarter we have been working with Department of Prime Minister & Cabinet and IBA. Both have advised that there is potential for future federal funding given that Canberra is the home for IPP. This would need to be in open discussions between ACT and Federal Governments. Yerra resources are limited and do not have the capacity to undertake the activities to seek funding from Federal Government.</p>
3.3	<p>Integrate formal training and education from the Canberra Institute of Technology into the program, introducing local Aboriginal and Torres Strait Islander businesses to existing business support programs</p>	<p>We offered the opportunity to 9 workshop participants after the Marketing workshop to further their marketing training at CIT, we offered 1 entrepreneur the opportunity to the further her business training at CIT.</p> <p>We tried to offer the opportunity to CIT to run our website workshop, they refused and offered a 5 week program at \$500 per participant. We declined this offer (due to insufficient resources to cover</p>

		<p>this work) and offered them to come along anyway to our workshop and meet the participants this was met with no responses. (we have supplied this email chain to reviewers)</p> <p>We continuously referred participants to existing support programs. Participants (5) at the Canberra Innovation Network experts in residence, workshops, events and pitched at First Wednesday Connect.</p>
3.4	An independent evaluation of the program to inform future program design and funding	Review plan is in place

Item 4. OUTPUTS

Item	Output	KPI (for this reporting period)	Comments
4.1.a	An annual Canberra Business Yarning Circle: a culturally sensitive networking event run by an experienced facilitator	Completed first Quarter	As per previous Reports
4.2.a	Six (6) Business, Product and Finance Workshops. Aboriginal and Torres Strait Islander Business specific workshops targeting key finance, management and communication skills;	One completed Cumulative 6/6	<p>Supply Chain Engagement Workshop – Connecting Business The supply chain workshop was an opportunity for non- Indigenous local Canberra businesses, corporates, and other organisations and individuals to connect with Aboriginal and Torres Strait Islander businesses within the ACT. Local Ngunnawal Culture was shared, and local Ngunnawal business owners and entrepreneurs were given the opportunity to not only share their culture, but to promote their businesses.</p> <p>Other local Torres Strait Islander business peoples were also invited to attend and presented, which gave workshop participants exposure to a different cultural and business experience.</p> <p>Indigenous; Artists Public Speakers Cultural Practitioners Entrepreneurs</p> <p>From the Canberra and surrounding regions made valuable connections with organisations which could potentially create business opportunities for the Aboriginal and Torres Strait Islander businesses in attendance.</p>

4.2.b	(In the second year, if exercised) Trade Show. Aboriginal and Torres Strait Islander Business Trade Show showcasing local Aboriginal and Torres Strait Islander Businesses to local, Commonwealth Government, universities and corporate bodies	Not applicable	Not applicable – second year potential event
4.2.c	Individual Business Mentoring and Strategy. Engage twelve (12) businesses. Development of strategic plans for individual businesses and direct support and mentoring of each business for twelve months	1 additional entrepreneur Cumulative 14/12	<p>1 new business added this quarter -</p> <p>Business ranging from intended to establish looking to grow are participating in the program. Businesses work one on one with adviser to identify particular areas of need that need to be addressed. Experience and a structured approach to review of the fundamentals of the business allow adviser to identify needs gaps quickly.</p> <p>Business plans are being developed using the business model canvas.</p> <p>There is space now at the ACT Indigenous Business Hub, available for the entrepreneurs to utilise. We are seeing 1-3 entrepreneurs use this space each week. Yerra team works from this space every day and Business adviser works from this space on Fridays. The consultations take place one on one in this space.</p> <p>Participants are booking regular sessions with adviser and referring new clients. Confidence to operate is a fundamental gap for Indigenous entrepreneurs, this has been observed in every client of the program. The</p>

			time taken to mentor and coach is fundamental to delivering improvements in levels of confidence and self-belief.
4.2.d	Five (5) Specialist Business Advice Sessions. Experts engaged to provide targeted advice and support (for example: legal and Intellectual Property).	12 completed Cumulative 12/5	As participants are working with business adviser opportunities to engage specialists have been identified. List is provided at Attachment E. The value of specialist support to date is \$30,000. The impact of this specialist program has been substantial from early stage 3-month engagement with accountant to set up the establish accounting system and support and coach entrepreneur to learn book keeping and compliance requirements for the business. Business has engaged graphic designer to assist with branding and website development. Prototypes developed for the existing business to expand product range.
4.3.a	Three (3) Employability Training Sessions. Educational session for Aboriginal and Torres Strait Islander students seeking support in finding employment (CV support, interview training etc.),	Complete 3/3	<p>Three sessions complete presenting to Indigenous Students at Namadji School (1), University of Canberra (1), Alfred Deakin High (1) also presented employability sessions in Queensland and Tasmania. The sessions were career focussed and presented the hints and tips to have both a public service and private sector successful career as an Indigenous Australian.</p> <p>These sessions were - Alfred Deacon School Friday June 29, 2018</p> <p>UC (1) – The campus life awards will be held on Friday 26th October, 6:30PM at UC. Presented to 200 UC students both Indigenous and non-Indigenous</p> <ul style="list-style-type: none"> • The benefits of a University Education • My Journey • Internship and Training opportunities with Yerra-

- Employment options
- Assistance with finding employment
- Invitation to network and to stay connected

Presented for The Smith Family who hosted a Koori Careers Program on Wed 27 June and from 12-3pm at Namadgi School targeting 30 Aboriginal and Torres Strait Islander students in year 6-10. Discussion/Topic Brief

- To talk about my journey,
- Discuss careers and opportunities
- Advice on employment
- Study Options CIT, UC, ANU
- My Journey as a University Educated person

- Using your talents, esp. and my experience doing with this working in the public and private sectors and now as an Entrepreneur
- How I manage family and work and politics

29 June 2018 presented to 21 Aboriginal and Torres Strait Islander students Alfred Deacon High School.

My presentation included

- Pride in being an Aboriginal and/or Torres Strait Islander person
- Celebrating Culture through language, art (turning that into a career)
- Excelling and being the best, you can be!
- Learning each day, a bit about your own indigenous culture and learning about other cultures
- Sharing Aboriginal Culture with Australia and each other
- Using your gifts to pursue your dreams and aspirations and career goals and opportunities for the future
- The importance of Education and creating a pathway for employment into an area or sector that suites you.

			<ul style="list-style-type: none"> • Going to University, CIT, APS obtaining a trade etc. • Start thinking about your careers NOW. <p>Total Students Reached – approximately 250</p>
4.4.a	Refer at least ten (10) Aboriginal and Torres Strait Islander business owners or entrepreneurs to the Canberra Institute of Technology to undertake training in areas where skills gaps have been identified	Complete 10/10	<p>After the completion of Marketing workshops, the 9 participants were offered the opportunity to further their marketing training at CIT.</p> <p>1 entrepreneur was offered the opportunity to further her business skills training at CIT.</p>

Item 5. PERFORMANCE EXPECTATIONS

Output	Comments
<p>The Organisation must implement strategies to ensure access by Aboriginal and Torres Strait Islander and people from culturally and linguistically diverse backgrounds.</p>	<p>The program is accessible to all Aboriginal and Torres Strait Islander people in the region. We see that people have come from all over Australia to make Canberra their home.</p> <p>We have established a https://yerra.com.au/canberra-indigenous-entrepreneurs-centre/ that lists the program offering and is one contact point.</p> <p>We developed active Marketing campaigns for each event through; Facebook, email and by word of mouth. We note that the active participants readily promote through their network particularly through social media.</p>

SCHEDULE 3

Item 1. FINANCIAL REPORTS

Detail activity and time spent with cost.

You may wish to provide proof of expenditure (invoices/receipts) for non-wage expenses.

Activity	Output	Time	Cost	Total
<i>Business Adviser -contractor</i>	<i>4.2c</i>	<i>106</i>	<i>\$62.50/hour</i>	<i>\$6,600</i>
<i>Wages</i>	<i>4.2a,c</i>	<i>160</i>	<i>\$62.50/hour</i>	<i>\$10,000</i>
TOTAL				\$16,600

Attachment A – Workshop Participants 6

Attachment B – Businesses assisted to date

Attachment C – Summary of Specialist engagement

Attachment D - Bank reconciliation

Attachment A – Supply Chain Engagement Report

Supply Chain Workshop- Connecting Business

The Supply Chain workshop was an opportunity for non-indigenous local Canberra businesses, corporates, and other organisations and individuals to connect with Aboriginal and Torres Strait Islander businesses within the ACT. Local Ngunnawal culture was shared and the local Ngunnawal business people and entrepreneurs were given the opportunity to not only share their culture but to promote their businesses.

Other local Torres Strait Islander business people were also invited to attend and presented, which gave workshop participants exposure to a different cultural and business experience.

Indigenous Artists; Public Speakers; Cultural Practitioners and Entrepreneurs from the Canberra and surrounding regions made valuable connections with organisations which could potentially create business opportunities for the Aboriginal and Torres Strait Islander business in attendance.

Thirty participants attended the Supply Chain Workshop.

Attachment B – Businesses assisted to date

1. Nations Connect
2. Stantech Corp
3. New business idea - Business transformation / Change Management
4. Yurbay Consultancy
5. Gundabooka Group
6. Larry Brandy Story Teller
7. Yarradhamurra Creations
8. Black Magic Coffee
9. Indigenous Defence Technologies
10. Tanya Keed
11. Brian Demmery & Darren Solomon
12. Ridelines Adventures
13. Art by Jen
14. Bill Bashford**

**** added since last report**

Attachment C – Summary of Specialist engagement

EXPERT / SPECIALIST ENGAGEMENT							
	Entrepreneur	Business	Area of Expertise needed	Expert	Expert's Organisation	Cost	Sponsorship
1	Karen Demmery	Gundabooka Group	Graphic design & Website	Roxanne Tulk	44 Creative	\$ 1,000.00	
2	Karen Demmery	Gundabooka Group	Accounting & Book Keeping	Alison Grimes	PWC	\$ 2,500.00	\$ 2,500
3	Alex Sanderson	Stantech Corporation	Technical Platform Deisgn	Zac Sequoia	Launch Factory	\$ 750.00	
4	Larry Brandy	Larry Brandy Story Teller	Prototyping	Erica Hediger	The Creative Element	\$ 750.00	
5	Alex Sanderson	Stantech Corporation	Angel Investment	Craig Davis	Griffin Accelerator		
6	Jacob Keed	Nations Connect	Crowdfunding	James Deamer		\$ 500.00	\$ 500
7	Adam Shipp	Yurbay Consultancies	Website	Tom Llayton	ICV	\$ 2,000.00	\$ 2,000
8	Jacob Keed	Nations Connect	Contracts / License	Will Barr	KWM	\$ 20,000.00	\$ 20,000
9	Natalie Brown **	Black Magic Coffee	Accounting & Book Keeping	Jennifer Larcombe	Easedowns Accountants	\$ 500.00	\$ 500
10	Tanya Keed**	TBC	Website	Ruth Gilbert	ICV	\$ 2,000.00	\$ 2000
						\$ 30,000.00	\$ 27,500.00

** added since last report

ATTACHMENT D Financial

1:05 3G

< Westpac Business One Sign out

WITHDRAWAL MOBILE 1492409 PYMT Elizabeth LizK Pay 3rd quqrt Tue 09 Oct 2018	-\$6,600.00
WITHDRAWAL MOBILE 1408047 PYMT DEVOW FAMI Dion Pay 3rd Quart Tue 09 Oct 2018	-\$8,000.00
WITHDRAWAL MOBILE 1376542 PYMT B and L Mi ACT Gov 3rdQuarter Tue 09 Oct 2018	-\$2,000.00
WITHDRAWAL MOBILE 1384998 PYMT DEVOW FAMI DXT Mon 08 Oct 2018	-\$660.00
ATM OPERATOR FEE - WITHDRAWAL AT BBSATM Marrara 88870010047344... Thu 04 Oct 2018	-\$2.80
WITHDRAWAL AT BBSATM Marrara 88870010047344 031018 Card No. ~366464 Thu 04 Oct 2018	-\$200.00

ATTACHMENT D Financial