

Friends of Suai/Covalima Annual Report 2012 -2013



Acknowledgements

Council respectfully acknowledges the Yalukit Wilam Clan of the Boon Wurrung. We pay our respects to their Elders, both past and present. We acknowledge and uphold their continuing relationship to this land.

On Tuesday 12 November

1. Council accepted and endorsed the 2012-2013 Friends of Suai/Covalima Annual Report http://www.portphillip.vic.gov.au/Report_1_-_Suai.pdf
2. Council acknowledged and expressed appreciation to the members of the 2012-2013 Friends of Suai/Covalima Community Reference Committee and three working groups for their commitment and contribution to the Friendship and its many achievements.
3. Council acknowledged and commended the work of the Covalima Community Centre Commission and staff in Suai and their many achievements over the 2012-2013 year.

Disclaimer

This document has been developed by City of Port Phillip's Health and Wellbeing Department.

Information contained in this document is based on available information at the time of writing. All figures and diagrams are indicative only and should be referred to as such.

This is a strategic document which deals with technical matters in a summary way only.

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Front Cover:

Photo 1. Staff & volunteers at the Covalima Community Centre 2012;

Photo 2. Kitchen Talks - Food and Culture of Timor-Leste, Exhibition, the Town Hall Gallery, St Kilda, March 2013



Friends of Suai/Covalima Annual Report 2012 – 2013

It is a great pleasure to present the 13th Annual Report of the City of Port Phillip (CoPP), Friends of Suai/Covalima (FoS/C). This report outlines the achievements and challenges of 2012 -2013 against the objectives of the City of Port Phillip Friend of Suai/Covalima Strategic Plan. The report clearly shows the enormous increased capacity of staff and volunteers at the Covalima Community Centre (CCC) and the strong collaborative Friendship between the City of Port Phillip and Covalima.

In summary, during 2012-2013 the CCC was responsible for the following outcomes in the District of Covalima:

- Library facilities for some 1200 teachers and students.
- 15 CCC students gained entry to vocational training
- CCC English language tutors provided training for some 160 students.
- The CCC staff has developed a kitchen garden at the CCC to model and promote nutrition as well as diversification of crops.
- The Rural Women’s Development Program (RWDP) supported by International Women’s Development Agency (IWDA) is training women in local food production, organizational management and bookkeeping.
- The RWDP based at the CCC continues to empower nine groups of women in the district of Covalima with 100 rural women now involved in the program.
- The IT social enterprise at the CCC is growing and is economically viable and has opened an internet café; the computer training program reached 321 participants.

In the City of Port Phillip we have continued to support the CCC to grow and develop as a genuine community based organisation. This support has involved:

- Provision of a core-grant to staff to further develop the CCC and its programs.
- Working with the CCC to review their education program and to strengthen their organisational capacity.
- Assistance with monitoring the possible impacts of the Oil and Gas development on the community and planning for training needs in relation to future employment possibilities.
- Provision of a volunteer to work on organisational strengthening and the delivery of English Language training for CCC Tutors.
- Resources for the building of a training centre, the collection and sending of donated computers and office furniture as well sports uniforms.

The CoPP FoS/C Community Reference Committee and Working Groups, including a new community engagement working group, have worked tirelessly during the year to promote

local events with residents of the City of Port Phillip, expanding and developing the program and linkages throughout both communities.

The annual monitoring visit was undertaken between 22 April -10 May 2013 by the City of Port Phillip, FoS/C Coordinator, Pat Jessen and the Chair of City of Port Phillip FoS/C Education Working Group, Megs Alston.

I want to thank the Councillors and staff of the City of Port Phillip for their continued support of this program as well as the citizens of our city for the generous contributions that make this work possible.

Finally thanks to Pat Jessen, Co-coordinator without whom none of this would be possible and the members of the Friends of Suai/Covalima.

*Bill Armstrong A.O.
Chair, Community Reference Committee
Friends of Suai/Covalima*

**1. STRATEGIC GOAL 1:
STRENGTHEN CAPABILITY AND INVOLVEMENT IN THE COVALIMA COMMUNITY**

Priority Area: Education

1.1. Increase and support the number of children accessing schools by providing school books and tools.

1.1.1. Friends of Suai/Covalima provided Suai Secondary School with science equipment and books in four languages including Portuguese basic grammar books, English as a Second Language text books, and popular Indonesian books, magazines, CDs and DVDs. Books in the local language, Tetum, were also purchased for the CCC and the Suai Secondary School Library in 2012. The librarians reported that 585 males and 633 females were reading and borrowing books in 2012/13 including teachers and students from both the Suai Secondary Schools and the two pre secondary schools.



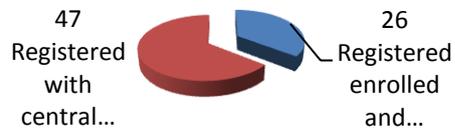
Alberto Barros, CCC Coordinator Sandra Whitbourn, FoS/C volunteer and Pat Jessen FoS/C Coordinator 2012

1.2. Establish a scholarship framework and criteria for Covalima that is targeted and sustainable.

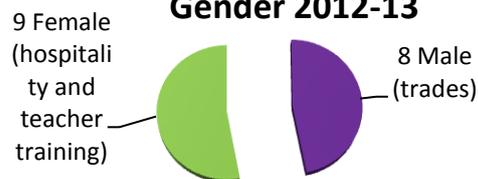
1.2.1. A review of the 2012/13 Scholarship Program was documented with the staff at the CCC as part of the 2013 monitoring visit. An improved process was developed for 2014.

1.2.2. In 2012 the CCC targeted people who had not completed high school and registered 47 unemployed who were interested in further education and training. The CCC liaised with the Career Guidance Central Employment Agency (CEOP) in the neighbouring sub-district Maliana and encouraged the agency to process registration in Suai and provide evidential cards to enter the national program.

Applications for Training: 2012-13



Vocational and Teacher Training Scholarships by Gender 2012-13



1.2.3. Twenty six of CCC registered candidates applied for registration at vocational and teacher training colleges. Fifteen CCC students gained entry into vocational training and were placed in newly accredited vocational centres in Trades and Hospitality training in Baucau and Dili. A further two additional candidates were accepted for primary and rural teacher training in Baucau. Friends of Suai/Covalima provided scholarship funds for fees, transport and accommodation and living allowances.



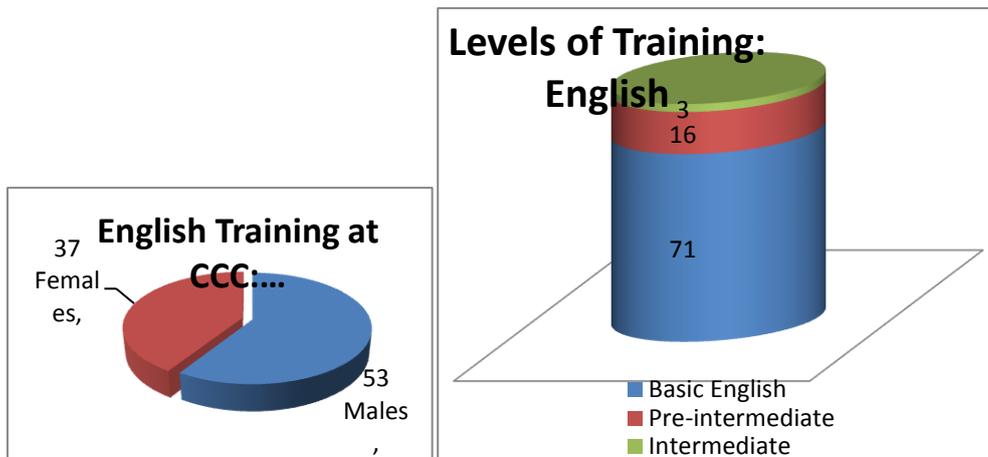
Trades and Hospitality scholarship recipients who are completing certificate 1 & 2 in 2013

1.3. Provide English language courses to teachers at all levels e.g. primary, secondary and tertiary

1.3.1. An English Language Training Program Review was conducted by Megs Alston, CoPP FoS/C Chair of the Education Working Group as part of the 2013 monitoring visit. This was facilitated with teachers and tutors of English language who have participated in the FoS/C program since 2009. Overall it was clear that significant benefits were gained by Timor Leste teachers from the English Language Training (ELT), both in their teaching ability and in their own

English proficiency. The most useful aspect of the training cited was *teaching methods* which rated highest along with *lesson planning* and *the importance of improving the four micro skills*, reading, writing, listening and speaking. The recommendations from the review have been referred back to the teachers and the CCC for consideration for future interventions.

1.3.2. The CCC English language tutors provided training to ninety students. Fifty-three males and thirty-seven females participated in the basic, pre intermediate and intermediate training with seventy-one young people trained in basic English. Sixteen were trained in pre intermediate English including three CCC tutors. Three intermediate English students participated in the training.



1.3.3. In June 2013 volunteer, Annabelle Newbury was briefed by FoS/C and prepared for a three month placement at the CCC to work on organisational strengthening and the delivery of English language training to the CCC tutors.

1.3.4. During the monitoring visit in 2013, the CCC Coordinator, CoPP FoS/C delegation visited the UNTL English Language Centre to explore the degree in English training and the developing model for school based in-service teacher training, which is aiming for national accreditation.

1.3.5. English training has been introduced at the primary level in East Timor at year seven with some curriculum resources developed by the national government. The CCC was approached by the District Education office in 2012 to teach English to the Principals at primary schools in Covalima, but this was abandoned due to the compulsory attendance at Portuguese classes by school staff.

Priority Area: Environment and Agriculture

1.4. Sustaining the environment through reforestation, tree planting and support for nurseries and propagation of young trees

- 1.4.1. Staff members at CCC have been demonstrating permaculture through the establishment of a kitchen garden at the centre since June 2012. The objective is to model and promote nutrition as well as diversification of crops. The Rural Women's Development Program (RWDP) funded by International Women's Development Agency at the CCC has established a nursery for young mahogany, teak and fruit trees for revegetation and shade. The centre has provided training to nine women's groups in establishing a tree nursery and distributed small trees to the groups.



CCC nursery for young trees

CCC staff planting in the kitchen garden

1.5. Support for the development of capability in the use of ethical and environmentally sustainable technology and systems to improve agricultural production e.g. permaculture

- 1.5.1. The RWDP at the CCC conducted workshops in composting to three new women's groups.
- 1.5.2. The CCC Coordinator and Chief of the CCC Commission visited PERMATIL, a permaculture NGO in Dili in 2013 to explore compost toilet design and permaculture courses for Covalima.

1.6. Support and encourage traditional farming e.g. organic and biodiversity in small farming and animal husbandry.

- 1.6.1. The national government is considering the CCC as a training provider in agriculture and horticulture as of June 2013.

Priority Area: Knowledge Exchange

1.7. Encourage knowledge retention, information sharing and training about traditional foods and medicines

- 1.7.1. Since February 2013, the RWDP has practised traditional medicine using papaya leaves on the advice from the Department of Agriculture, to treat sick chickens in their chicken raising program with excellent results. Consequently this local vaccine has been incorporated into agriculture practice.

Priority Area: Health

1.8. Improving disease prevention through health education, training and promotion e.g. basic hygiene, healthy eating etc.

- 1.8.1. The CCC is modelling behaviour and acts as a demonstration centre for Covalima. The CCC kitchen garden has encouraged nutritious food and a more diverse lunch diet for staff and volunteers. Plantings include: cassava, corn, eggplant, tomatoes, jack fruit, bananas, papaya, pineapple, cotton, mango and orange trees. The kitchen garden also provides a good team building opportunity as the produce is grown by competitive staff teams at the centre.

Priority Area: Community Economic Development

1.9. Improving regional and family development by supporting training in nutrition and small scale social enterprise for example eco-tourism, fair trade, cultural community development and locally produced healthy food.

- 1.9.1. The RWDP has enabled six leaders from local women groups to train in local food production with a partner organisation, Office of Habauris Moris in Maliana in June 2013.
- 1.9.2. Three new women's groups have undertaken organisational group management and bookkeeping training through by the RWDP.
- 1.9.3. RWDP also facilitated women's groups to access marketing links at markets, schools and restaurants in Suai.
- 1.9.4. Proposal workshops conducted by RWDP enabled one women's group to access \$1000 from Ministry of Tourism, Commerce and Industry.
- 1.9.5. CCC hosted an eco-tourism group in Suai providing local information on their community development work and directing visitors to locations of interest in the town.

1.10. Continue to support women's empowerment in all our activities

- 1.10.1. The CCC through the RWDP continues to empower nine groups of women in the district of Covalima with 100 rural women now involved in the program. Activities include individual group training in cultural and economic development, and assemblies of women meeting on women's issues such as International Women's Day and Elimination of Violence against Women.
- 1.10.2. CCC staff training in Gender Equality has been conducted twice in the past twelve months by RWDP and is inclusive of husbands and wives of staff members. Gender issues in the workplace and at home are discussed.
- 1.10.3. The scholarship program has aimed for gender equity.

1.11. Develop the strategic planning capacity of Covalima to manage the impacts of Oil and Gas development in Suai.

1.11.1. During the FoS/C monitoring visit in 2013, the FoS/C Coordinator, CCC Coordinator and Chair of the Education Working Group attended meetings with Timor Leste Minister for State Administration and the Minister for Resources who updated the delegation in regard to the Suai Supply Base (SSB).

1.11.2. The local training needs in relation to future employment for the people of the Covalima district were discussed.

1.11.3. The new CCC training centre building which was funded from FoS/C donations was completed in 2012 with two new training rooms, internet café and women's handicraft shop. An additional toilet block was funded by the Rotary Club of Sorrento.

Priority Area: Youth Activity

1.12. Support youth through sport by providing equipment such as balls, nets uniforms, shoes etc.

1.12.1. The small activity fund provided by City of Port Phillip as part of core funding purchased volley ball nets and sports equipment for schools.

1.12.2. The St Kilda City Junior Football League provided one hundred and fifty second hand football uniforms for Covalima to be distributed to schools and sports clubs.

2. STRATEGIC GOAL 2:

PRACTISE GOOD GOVERNANCE AND MANAGEMENT IN OUR FRIENDSHIP

Priority Area: Capacity Building

2.1. Help to build the capacity of Covalima district staff preparing for municipal government for the future

2.1.1. The first district meeting of national leaders and 600 community members from across the Covalima was conducted in April 2013 to discuss decentralisation and municipal government. CCC staff participated in the meeting. The coordinator of the Covalima Youth Centre was appointed Chief of the NGO working group for municipal government.



*First meeting to discuss municipal government
and CCC Commission & staff 2013*

2.1.2. FoS/C delegation attended the decentralisation meeting as observers and offered ongoing support to the working groups from City of Port Phillip.

2.1.3. Good governance training was attended by the CCC Coordinator and was facilitated by the AusAID Justice Facility in Dili.

2.2. Review Friends of Suai/Covalima Community Reference Committee and CCC Commission Structure and operations to ensure succession planning to sustain our Friendship and cooperation for the long term

In City of Port Phillip

2.2.1. Friends of Suai/Covalima Community Reference Committee is an advisory Committee of Council that oversees the Friendship and the implementation of the strategic plan in collaboration with FoS/C working groups and the CCC. The Committee met six times in 2012-2013. Members include: Bill Armstrong A.O., Cr Serge Thomann, Deputy Mayor and Councillor Representative, Megs Alston, Chair of the Education Working Group, Rd. Ann Wigglesworth and Sieneke Martin, Co-Chair of Community Development Working Group, Balthasar Kehi, East Timor Adviser, Tony Phillips, Treasurer. One vacancy exists in 2013-4 for Chair, Community Engagement Working Group. The Committee and Working Groups are resourced by Council Officer, Pat Jessen, Coordinator Friends of Suai.

2.2.2. The Education Working Group coordinates education requests and initiatives to assist education outcomes based on the strategic plan. The working group met seven times in 2012-2013. Members include: Megs Alston, Chair, Sandra Whitbourn, Helen Nankervis, Barbara Selvay, Rosemary Patterson, Elizabeth Walpole, Desleigh Kent, Glenn Staunton, Mary Stewart, Jenny Green, Lynn and Dermot Clancy.

2.2.3. The Community Development Projects Group oversees feasibility and sustainability of projects and met six times in 2012-2013. Members include Dr

Ann Wigglesworth, Sieneke Martin and Desleigh Kent. The group has met with partner organization IWDA on a regular basis to coordinate activities.

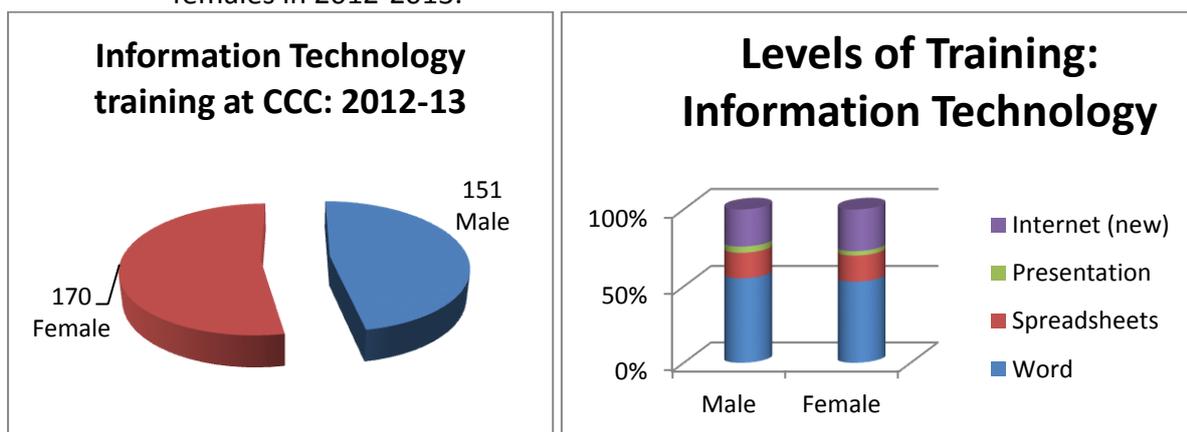
2.2.4. The Community Engagement Working Group was established in 2012 to build community awareness and involvement in the City of Port Phillip. It met six times in 2012 – 13. An open workshop was held to capture ideas for a community engagement strategy and an information package for engagement by volunteers. The meetings have attracted some fourteen people at each meeting. Members include Bill Armstrong, Interim Chairperson, Julian Hill, Rachel Powning, Janet Bolitho, Jasmine Lenders, Judy Kent, Robert King, Michael Henry, Jenny Mansfield, Sandra Whitbourn, Desleigh Kent, Glenn Staunton, Dr Manny Kingsley, Simon Kosmer, Samantha Ross and Megs Alston.

In Covalima

2.2.5. An annual core-grant from the City of Port Phillip has provided the resources for continuous staff and volunteer development at the Covalima Community Centre.

2.2.6. The process for Registration of the CCC as a legal entity with the national government was investigated in 2013 and will require a CCC Constitution, Articles of Association and additional CCC Commission members.

2.2.7. The IT Covalima social enterprise has continued to grow and is expanding with the introduction of day-time electricity. The sale of second-hand computers and laptops donated by City of Port Phillip has increased capacity to deliver training and also accessibility of cheap computers to community members. IT training reached 321 participants including 151 males and 170 females in 2012-2013.



2.2.8. The CCC Coordinator conducted a performance review of all staff at the CCC in March 2013 to establish ongoing work plans for staff and volunteers.

2.3. Grow the FoS/C Community Reference Committee and CCC Commission's collective knowledge with regular briefings using member's expertise and key strategic information services

- 2.3.1. A new Councillor representative Cr. Serge Thomann was appointed to the FoS/C Community Reference Committee in November 2012 following the Council election.
- 2.3.2. A Briefing with Timor-Leste Presidential Advisers Filipe da Costa and Sr. Aniseto was conducted by the CCC Chief of Commission Eugenio da Souza and Coordinator CCC and FoS/C delegation during the monitoring visit 2013. The meeting provided the opportunity to update the Timor Leste President Taur Matan Ruak's office regarding City of Port Phillip's contribution to the Friendship and CCC program which met with positive endorsement.
- 2.3.3. Meetings were conducted with Government Ministers, Administrators, Government Advisers, Vocational Centre Directors, Training Providers, University of Timor-Leste English Training Program, NGO workers to gain and share information for program development at the CCC during the monitoring visit. These meetings were attended by the CCC Coordinator, Chief of CCC Commission and FoS/C delegation between 22 April – 10 May 2013.
- 2.3.4. FoS/C partnered with Vocational Training Directors from East Timor to present a workshop for Friendship groups to gain an understanding of vocational training in East Timor. The event was held at St Kilda Town Hall in March 2013 and further strengthen relationships within the sector.
- 2.3.5. A public meeting, entitled ***Reflections on East Timor-Is the glass half full or half empty?*** was conducted as a Q & A at the St Kilda Town Hall in September 2012 and covered reports on the East Timor election and findings from people who had recently visited East Timor. The meeting was attended by 80 people who were keen to participate and share their experience.

2.4. Supporting good practice in Civil Administration Training on administration systems

- 2.4.1. The following training for staff at the CCC was conducted in 2012/13; financial management, program planning, human rights, organisational management, computer courses, project monitoring and evaluation at the CCC.

2.5. Exchange tours to learn about administration systems

- 2.5.1. Internet operation training was conducted for staff at Info Timor in Baucau and FONGTIL in Dili. Proposal and report writing training was conducted at the Covalima Youth Centre.

2.6. Implement continuous improvement through annual review and evaluation of the Friends of Suai Community Reference Group and Strategic Plan.

2.6.1. A public workshop to update current strategic planning priorities for 2013-2015 for the Covalima district was attended by forty community members. All indicated strong support for CCC to continue its current programs as well as providing ideas for future activities. The two major changes to emerge from the meeting were that municipal government planning had begun and that there is more information and certainty about the Suai Supply Base (SSB) proceeding. There was also a strong desire to prepare locals for the employment opportunities with the SSB projects, including civil construction phases and providing ancillary services.

**3. STRATEGIC GOAL - 3:
BUILD COMMUNITY AWARENESS AND INVOLVEMENT IN CITY OF PORT PHILLIP**

PRIORITY AREA: Community Development

3.1. Increasing community awareness of the work of Friends of Suai Community Reference Committee and the Strategic Plan

3.1.1. Kitchen Talks: the food and culture of Timor-Leste was a community arts project that involved memories of the first generation Timorese immigrants in celebrating their culture through images, recipes and stories collected in the kitchen with photographer Jorge de Araujo and writer Carmelita Gomes. Friends of Suai/Covalima partnered to deliver the exhibition in March 2013 and a fundraising dinner at the St Kilda Town Hall that attracted over 260 people. The food of Timor Leste was prepared by the Timorese Association of Victoria and local Timorese musicians performed at the event. The event raised \$14,000 for vocational scholarships in 2014.



Cr Thomann opening the Kitchen Talks Exhibition to an attentive audience

3.2. Identifying and engaging with individuals, groups and organisations in our community whose knowledge, expertise or resources could contribute to the work of the Friends of Suai Community Taskforce, particularly youth and local business

3.2.1. A Community Development student, Samantha Ross, undertook a placement with Friends of Suai/Covalima from August 2012 – February 2013. Samantha established processes for the community engagement strategy and a process for social media reporting during her placement.

3.2.2. Fourteen international observers travelled to East Timor and participated in monitoring the national election in Covalima including City of Port Phillip residents, Councillor, Janet Bolitho (2012) and Coordinator, Friends of Suai/Covalima providing monitors for the election run solely by the East Timorese to support for the democratic process.



National Election counting 2012



City of Port Phillip Election Observers 2012

3.2.3. Friends of Suai/Covalima volunteers staffed local community markets at St Kilda Farmers Market, Elwood Community Market, Diversity Day, Multicultural Women’s Day and the inaugural Port Phillip Volunteer Expo in May 2013.

3.3. Engaging Port Phillip community across the generations

3.3.1. Five students from Wesley College provided an evening of community service where they volunteered table service and hospitality at the Kitchen Talks dinner at St Kilda Town Hall.

3.3.2. Approximately sixty people including students from Elwood Secondary College attended a book launch: *The Dynamics of Transitional Justice International Models and Local Realities in East Timor* by Dr Lia Kent. The book explores the disillusionment of East Timorese community members with the lack of ‘justice’ for the crimes of the past. This work was based on her extensive fieldwork with survivors of violence in the districts of Covalima, Liquica and Lautem. Dr Kent is a former student of Elwood Secondary College. The Launch was hosted by Friends of Suai/Covalima at St Kilda Library.



*Elwood College Students and Teacher Dr Kingsley
attended Lia Kent's book launch by on
Transitional Justice at St Kilda Library 201*

4. STRATEGIC GOAL 4: BUILD OUR KNOWLEDGE OF FRIENDSHIP BETWEEN OUR COMMUNITIES

Priority Area: Friendship Exploration

4.1. Considering ways to manage the impact of change without losing cultural heritage structure and ways of behaving that define the Timorese people and the place they live in.

- 4.1.1. Joanna Barrkman curator for Timor Aid's exhibition **Reaffirming *Kemak culture of Morobo then and now in Timor-Leste*** presented to the Friends of Suai/Covalima members with examples of exhibition engagement and community development in Maliana. Timor Aid plans to hold an exhibition of Kamanasa textiles of Covalima in 2014/15. Kamanasa is the location of master weavers in Covalima and also the proposed supply base which will bring major change to the district in the future and may impact on loss of cultural traditions. FoS/C has agreed to become a sponsor of the exhibition.
- 4.1.2. Balthasar Kehi, a FoS/C Community Reference Committee Member has published a research paper entitled *Hamatak halirin, The cosmological and socio-ecological roles of water in Koba Lima, Timor* with colleague Lisa Palmer. Both are currently engaged by Melbourne University as a research fellow and senior lecturer respectively. The paper was published by Melbourne University in 2012 and has been posted on the CoPP FoS/C website and distributed to members.

**FRIENDS OF SUAI PROGRAM INCOME & EXPENDITURE REPORT
01 JULY 2012 TO 30 JUNE 2013**

City of Port Phillip Council budget allocation for Friends of Suai/Covalima Program 2012-13			
2012/13	\$132,354		
	Budget	Actual	Variance
Program Coordination & On-costs	51,754	52,712	(958)
Office Expenses (Australia)	600	2,034	(1,434)
Other Expenses:			
CCC Grants	40,000	41,152	
Shipments & freight			
Travel Expenses	12,000	3,233	
Election travel		1,592	
Councillor Election travel		3,335	
Elections car hire & fuel		2,439	
Catering	2,000	1,653	
Materials	3,000	-	
Activities	23,000	3,806	
- Scholarships		14,847	
- Kitchen Talks		3,112	
- Fundraising Mgmt		489	
- Overhead Projector CCC		1,169	
- Library		2,008	
Administration inc bank fees		120	
Duty Officer Hiring fees		1,922	
			-
Total Other Expenses	80,000	80,876	(876)
	132,354	135,622	(3,268)

City of Port Phillip Friends of Suai Fundraising Trust account 1		
	<u>AU \$</u>	<u>AU \$</u>
Opening Balance as at 01 July 2012		10,989
Less Prior period correction & amendments		0
Plus Income:		
Sales income	4,696	
Rotary Club Sorrento (toilet block)	2,253	
Donation income	3,450	
Kitchen Talks	<u>1,125</u>	
Total income		11,524
Less Project Expenditure:		
Merchandise	3,522	
Toilet block	2,253	
Scholarships	1,318	
		(7,093)
Closing Balance as at 30 June 2013		<u><u>15,420</u></u>
City of Port Phillip Friends of Suai Fundraising Trust account 2		
	<u>AU \$</u>	<u>AU \$</u>
Opening Balance as at 01 July 2012		-
Plus Income:		
Kitchen Talks	<u>14,074</u>	
Total income		14,074
Closing Balance as at 30 June 2013		<u><u>14,074</u></u>

Australian Volunteers International (AVI) donations		AU \$	AU \$
Opening Balance as at 01 July 2012			11,469
Plus Donations			15,667
Less	Project expenses allocated:		
	Library Project	2,704	
	Total project expenses		(2,704)
Closing Balance as at 30 June 2013			24,432