

# NGALA BOODJA ABORIGINAL LAND CARE

## Capability Statement



*Collaboratively produced with:*



Indigenous Management Group

**NGALA BOODJA ABORIGINAL LAND CARE**

Henley Brook, WA 6055 | M: 0434 116 261 | ABN 14 716 406 537  
Email: [mattkickett@gmail.com](mailto:mattkickett@gmail.com) | [www.aboriginallandcare.com.au](http://www.aboriginallandcare.com.au)

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***Ngala Boodja Aboriginal Land Care acknowledge that we operate on Wadjuk Boodja. We understand the interrelation of land and waterways with our work and acknowledge the role we must play in the upkeep of the natural environment.***

***We acknowledge the importance of the land and culture to Aboriginal people. We pay our respect to Traditional Owners of this land, ancestors and Elders past and present, on whose lands we live, work and travel.***

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## OUR VISION

The vision of Ngala Boodja Aboriginal Land Care is to be an established land care business that continually increases our Aboriginal employment, capabilities, reputation, and diversity of landscapes where we operate. The motivation and discipline in business



that exists within Ngala Boodja ALC provides the confidence to strive and achieve our long-term goals to create positive outcomes for our communities; through the knowledge and practices of our Ancestors in managing our natural environment.

As a 100% Noongar owned business, we are passionate about making a difference in Perth and Western Australia's south-west region. Our development as an industry leader will enable us to strengthen the culture for our people.

## OVERVIEW OF OUR COMPANY

Ngala Boodja ALC prides itself on being reliable and hardworking, backed by a strong drive for using sustainable practices in our field and inspired by the land care methodologies. We are a small business with taught and practical experience specialising in environmental management and maintenance.

We operate from in Perth metropolitan area and surrounding regional areas. We are during and outside of business address to answer queries.



To see more go to [www.aboriginallandcare.com.au](http://www.aboriginallandcare.com.au) (secure website).

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## OUR BUSINESS ACTIVITIES

Ngala Boodja are the experts in conservation, land management and horticulture; servicing commercial, government, and domestic customers in Western Australia. As our name suggests, our core service area is caring for our Traditional Lands. We implement a wide range of solutions for small and large land areas, with environmental consulting advice given whenever required. Ngala Boodja ALC can complete any required urban landscape maintenance, planting, conservation, safe application of weed control methods, fencing installation and maintenance, machinery operation, plant preservation, and propagation.

Ngala Boodja uses comprehensive risk and environmental management approaches to all aspects of the business. All chemicals used are approved from the Department of Health and comply with the Code of Practice 'Disposal of Pesticide Residues from Pesticide Spray Applications'. We offer alternative, environmentally friendly, weed control methods and chemicals produced in-house. We work to customer timeframe restraints, scope of work, and necessary alterations, while ensuring that risk or safety is not compromised. Ngala Boodja ALC seek to gain long-term contracts to support the employment and development of our Aboriginal workforce.



We have the expertise to recommend and provide tailored solutions relating to specific design and maintenance within environmental services, inclusive of those shown on the following pages (non-exhaustive service listing).

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## CONSERVATION & LAND MANAGEMENT

Ngala Boodja ALC offers a comprehensive range of land management services. We provide upkeep services for public and private lands. We can provide complete environmental consulting and implementation solutions, as well as perform maintenance and repairs on existing landscapes and the associated infrastructure.

We also provide site ground maintenance and natural areas restoration activities for Local Governments'. Ngala Boodja ALC is establishing itself as a reliable provider of work in conservation of natural areas and parks and gardens of local governments. We have the tools and equipment to work independently or alongside local government or private sector conservation teams.



Minor civil earthworks are offered to support our primary Landcare work where equipment is available from our clients. This work supports accessing areas, completing larger jobs, and restoring premises to their original state following implementation. Our workers operate equipment only if holding relevant qualifications, such as excavator licences.

### CONSERVATION

- ♣ Environmental consultation
- ♣ Weed management & Sustainable herbicide application
- ♣ Trim and cross cut felled trees
- ♣ Natural area restoration
- ♣ Seed Collection of WA Native Plants
- ♣ Bushland revegetation

### LAND MANAGEMENT

- ♣ Metropolitan Landcare
- ♣ Hedging, mowing, and pruning, mulching
- ♣ General grounds keeping
- ♣ Bushland and parks maintenance
- ♣ Green waste disposal
- ♣ Fire-break maintenance

## HORTICULTURE

Ngala Boodja are accredited in supplying horticulture services. We are specialists in understanding Western Australia's unique landscape, and providing advice and solutions tailored to the needs of the local environment. Our work is conducted using environmentally sustainable work practices, with an understanding of OHS Processes.

Ngala Boodja ALC offer the supply, transport, and installation of plants at the sites we operate. Our collection and preservation techniques utilised ensure the highest probability of plant survival; thus, maximising the economic benefit for clients.

### OUR HORTICULTURE SERVICES OFFERING

- ♣ **Processing and Storage of specimens**
- ♣ **Best Practice Collection Techniques**
- ♣ **Planting trees and shrubs**
- ♣ **Plant Propagation and planting**
- ♣ **Collection, Preparation and Preservation of Plant Specimens**
- ♣ **Machinery and Equipment Operation**
- ♣ **Seed Collection and Processing**
- ♣ **Prepare, Transport, Handle & Store Chemicals**



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## OUR APPROACH

Our business appreciates that understanding our clients' needs allows us to provide the best practical solutions. We strive to deliver quality projects on budget and on time, and produce reliable end products. Our approach is to always work effectively with clients and stakeholders through purposeful conversation and deliver services reliably. Ngala Boodja ALC are devoted to building and maintaining strong customer relationships. Our domestic clients can expect a positive and personal experience, as we promote a customer-needs focus through our work. Ngala Boodja ALC is focused on building sustained client connections and a solid professional network. We continue to seek, build, and maintain long term relationships with contractors we supply our services, thus providing mutual gains and facilitating capacity and capability expansion. This is reflective of how Ngala Boodja ALC values people and reciprocity. We have worked with horticultural teams, arborists teams, turf teams, small plant equipment mechanics, and minor works with civil engineering teams.

Our preferred contractors include public sector department and local government agencies, and construction and building companies based in the Perth region that support small business throughout WA. We have a growing number of ongoing contracts from clients that value our quality and safety- driven work.



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## EXPERIENCE

Through offering a combination of both conventional and traditional Landcare management approaches, Ngala Boodja ALC can provide solutions for clients from all sectors.

Our area of expertise is land management, conservation, and horticulture, and we provide the combination of these three areas to provide convenience and save customers time and money. Clients can be assured that Ngala Boodja ALC has experience and competencies in the following area:

- ◆ **Small plant and equipment operation**
- ◆ **Preparing, transporting, handling, and applying chemicals**
- ◆ **Seed Collection of WA Native Plants**
- ◆ **Conducting OHS processes**

Our business is continually looking to develop new skills to broaden the services that we can effectively provide to customers.

## Licenses & Certificates

- ◆ *Class C licence*
- ◆ *First Aid Certificate (St John)*



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## Accreditations

- ◆ D460 - AHC21010 Certificate II In Conservation and Land Management
- ◆ D454 - AHC20410 Certificate II In Horticulture
- ◆ Apace AIC Inc. - Seed Collection of WA Native Plants (2016)
- ◆ *Environmental Health Directorate: Certification of Registration as Pest Management Business (Registration No. 2276)*

## Testimonials

*"The Town of Victoria Park has been employing the services of Ngala Booja the first Aboriginal Landcare contractor working within the metropolitan area to support on-ground maintenance and natural areas restoration activities in the Town of Victoria Park. The Town has a procurement policy which supports registered Aboriginal Businesses to get working and the necessary network to establish reliable work in conservation of natural areas and parks and gardens of local governments."*

Town of Victoria Park

*"In previous years Parks and Gardens has encouraged traineeships opportunities and engaged with local governments, agencies and organisations to provide a structured and supportive environment to enable these successful long-term aboriginal employment opportunities in local governments. Matt Kickett the business owner of Ngala Booja has learnt his skills through the indigenous traineeship program at the City of Swan. He has now set himself up with the tools and equipment to work independently or alongside local government conservation teams."*

Botanic Gardens and Parks Authority

## OPERATING EQUIPMENT

Ngala Boodja ALC utilises the equipment listed below which is maintained and serviced regularly to ensure quality and equipment uptime is not compromised. Our equipment includes:

- ◆ **STIHL - FS 85 Brush Cutter 2017 Model**
- ◆ **STIHL - MS 180 Chain Saw 2017 Model**
- ◆ **STIHL- BG 56 Blower 2017 Model**
- ◆ **SILVAN - Pro Series Backpack Sprayer 2017 Model [x2]**
- ◆ **VICTOR - Tornado TTB 2226A Whipper Snipper**
- ◆ **OZITO - PED 3000 Petrol Edger**
- ◆ **MASPORT - 500 E Series Lawnmower 2017 Model**
- ◆ **8x5 Heavy Duty Tandem box trailer - customised for green waste removal, chemical and fuel storage, and small plant equipment (locked storage and registered through the Health department)**
- ◆ **2006 Nissan Patrol ST 4x4**

Ngala Boodja ALC are also investing in new equipment to expand our capabilities and capacity:

- ◆ **Heavy Duty 'Quik' Spray Herbicide Dual Unit - Model 9TBE (200L to 550L tank)**
- ◆ **4x4 Tray back Ute (to accommodate the spray unit above)**
- ◆ **FS 85 Brush Cutters - STIHL**
- ◆ **Assorted Larger Chainsaws - STIHL - MS 211 - MS 251**
- ◆ **Pole Saw/ Pruner - STIHL - HT 103**
- ◆ **Earth Auger - STIHL - BT 131**
- ◆ **Silvan Pro Series Back Pack Sprayers**



## PRODUCTS

Ngala Boodja ALC pride ourselves on the ability to work with our customers to offer cost effective services with quality equipment and products, which mitigates environmental risks and increases the reliability of project deliverables.

We use Australian products from local suppliers so our work can directly support our surrounding communities. We stock most of our materials from Bunnings, Sprayline Elders, Landmark, STIHL, and RSEA Safety.



**OUR KEY PEOPLE** at Ngala Boodja Aboriginal Land Care

Position	Contact person	Mobile number	Email
<b>Owner-operator</b>	Matthew Kickett	+61 434 116 261	mattkickett@gmail.com
<b>Contract Coordinator</b>	Judd Harris	+61 405 739 299	Judd.Harris@imgwa.com.au

Ngala Boodja ALC has one permanent staff based Perth facility, with flexibility to increase numbers through sub contract and casual staff during high demand periods. We use IMG to support our contract management and provide after hour’s contact. We are currently employing Aboriginal people on a contract basis to support the varying work demands. We are committed to training our staff we employ to promote having fulfilling positions within the company; with the intention of having a more satisfied workforce, and ultimately enabling them to be the drivers of our vision. We welcome and encourage feedback at our workplace and on-site.

We encourage contractors and customers to contact Ngala Boodja ALC directly (details above) to comprehensively understand their specific needs and scope of work required.

**INSURANCE POLICIES**

Our insurances policies are reviewed on a per project basis and adapted to meet our contractual requirements. Our insurer is Lloyd’s and the policies are managed by High Street Underwriting Agency Pty Limited. Ngala Boodja ALC holds the following insurances:

- ◆ Public and Products Liability Policy
- ◆ Third party motor vehicle insurance

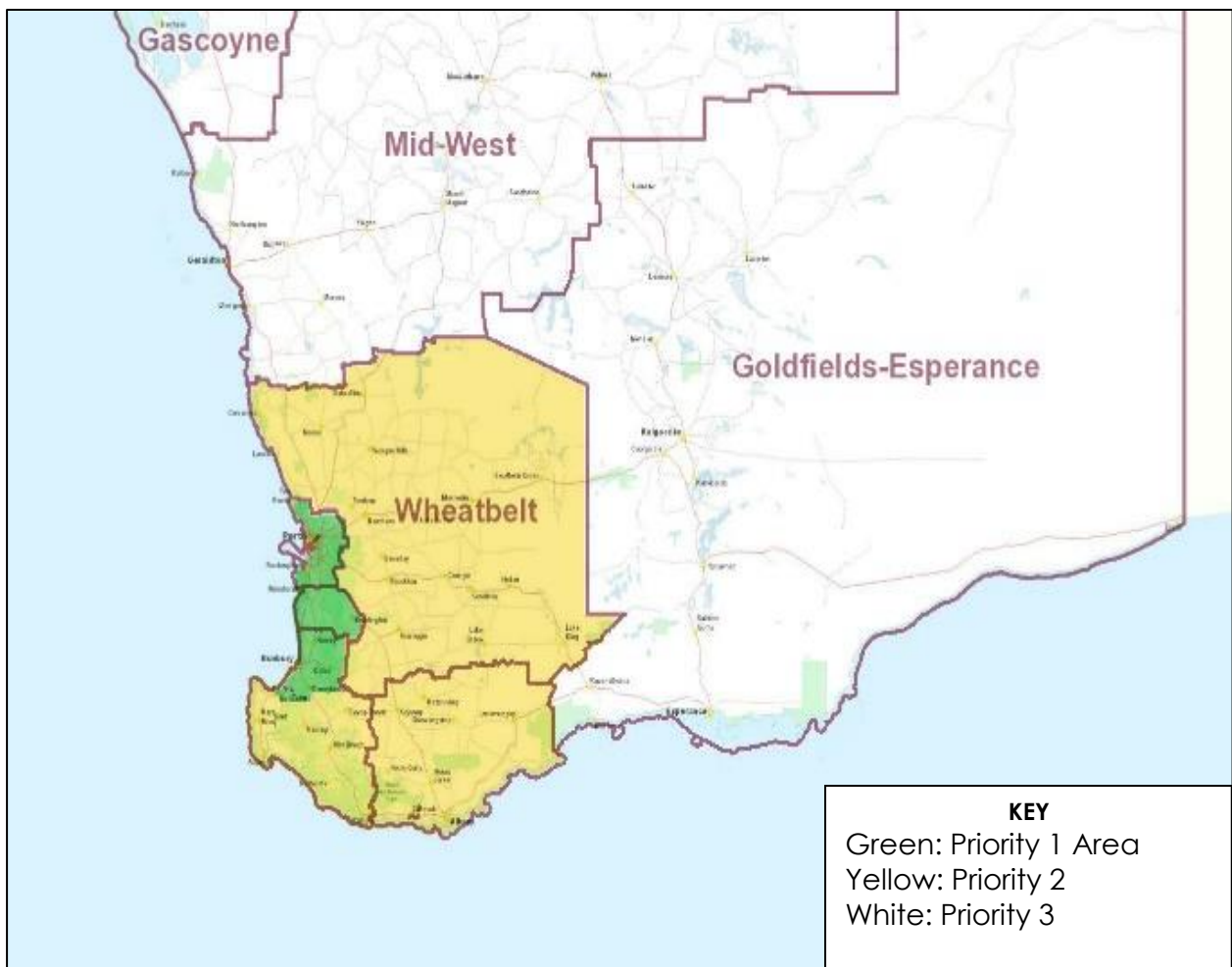
Certificates of currency are available on request for the following insurance coverage:

<b>Public and Products Liability Policy</b>	\$10,000,000
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## AREA OF OPERATION

Geographically, Ngala Boodja ALC is able to supply, maintain and/or service Perth, and the surrounding greater Perth region. However, we have, and are willing to, supply work in remote WA.

Our priority areas of operation are outlined in the map below.



## LEADING PROJECTS AND CONTRACTS

Ngala Boodja ALC provide our services for private and government clients, as primary and second tier contractors. We also work alongside local government and private entity conservation teams. We consistently strive to meet delivery objectives and exceed expectations of our preferred contractors. We utilise our Contract Management team (Indigenous Management Group) to assist with the coordination of contracts to support their successful delivery and effective communications with client project teams. Our clients and project team have included Town of Victoria Park; City of Swan; City of South Perth; and Indigenous Management Group.



The Contract Management team communicate project updates to stakeholders frequently, informing on schedule conformity and any unforeseen eventuation. This allows us to provide accountability for our performance and manage operations to a standard contractors and customers expect.

## MANAGEMENT SYSTEMS

Health and wellbeing, workplace safety, the environment, and service quality are dominant features of our work. Having an existing excellent Health and Safety track record, our commitment to OHS procedures and compliances shall promote a continuation of our performance. We are committed to achieving conformance to our goal of zero harm in the workplace. Developing tailored systems in-house promotes better performance for our contractors, allowing us to grow and move towards our Vision. In line with our consistent move towards efficient business processes, Ngala Boodja ALC utilises a contract management team, allowing us to follow up with our contractors, ensure satisfaction, and continuously improve on services.

### Risk Management Approach

A risk management approach is embedded into all management systems: occupational health and safety; quality assurance; environmental management; in addition to all activities and decisions, project delivery methodologies, financial management, investments and capital expenditures. The Ngala Boodja ALC domain website utilises a Secure SSL Certificate to ensure the privacy of our clients' queries and details are respected. We consult our accountants regularly to mitigate financial risks associated with poor bookkeeping. The overall aim of taking a risk management approach to our work, is to ensure that organisational capabilities and resources, inclusive of external collaborating organisations, are effectively utilised to manage both opportunities and threats.



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## OHS Management

At Ngala Boodja ALC, we respect the importance of occupational health and safety; for our clients, the communities we operate within, and our people and their loved ones. Our formalised OHS Policy seeks to mitigate the risks to the health, safety and welfare of all workers, contractors and visitors, and anyone who may be affected by our business operations. We demonstrate our commitment to the wellbeing of people through the following:

- ◆ Ensuring all our people meet the legislative and regulatory requirements to enable them to complete tasks, including holding the necessary qualifications, training, and permits;
- ◆ Having all the Safe Work Method Statements (SWMS) for all business activities;
- ◆ Ensure the health and safety of other personnel, outside of our organisation, is not put at risk from work carried out as part of our operations;
- ◆ Using the right tools for the job, and PPE required for all mechanical equipment used manual works and chemical works also.;
- ◆ Using the correct and assessed levels of personal protective equipment (PPE) required for each job, contractor and worksite;
- ◆ Having a commitment to developing our safe systems of work, and adapting and refining it as we grow;
- ◆ Consulting with site Health and Safety Representatives on work health and safety matters, including reporting of incidents and hazards; and
- ◆ Ensuring all chemical products are registered and do not damage human health.





## Environment Management

Ngala Boodja ALC encourage a sustainable, integrated approach to agriculture and environmental management through using Traditional Indigenous Landcare practices that maintain environmental assets. We follow processes to mitigate any detrimental impact that our work may have on our environment. Our work in Landcare Inherently addresses and contributes to the wellbeing of the environment. The processes and chemicals we use are all approved by the relevant governing bodies. We are registered (Registration No 2276) as a Pest Management Business through the Environmental Health Directorate, and comply with the Code of Practice 'Disposal of Pesticide Residues from Pesticide Spray Applications'. We regularly maintain vehicles and equipment for optimal operating efficiency and minimisation of fuel consumption, and the excess carbon emissions associated. We are in the process of developing our Environmental Management System, and continuously research alternative products for Ngala Boodja to improve our efficiencies and environmental impact.



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## Quality Management

Ngala Boodja ALC has in-house quality assurance measures. We deliver quality service and products through our guidelines, work processes, and post-work assessments. An assessment of the job requirements is performed prior to accepting any new work. Upon job completion, work is reviewed and undergoes ongoing assessments of the health of the environmental system. We have the capability to produce quality assurance reporting to monitor and evaluate performance. We strive for continuous improvement and innovation in the workplace, through gaining experience, reflecting, and learning from each delivered project. It is our mission to have ongoing development of quality systems to benefit our reputation, contractors and stakeholders. Our complaints process covers: any dissatisfaction that clients experience with the service or personnel shall be directed to management who will investigate and rectify the issue accordingly.

## INDUSTRY ASSOCIATION MEMBERSHIP

Ngala Boodja Aboriginal Landcare is a member of the following agencies:

- ◆ Indigenous Businesses Australia (IBA)
- ◆ Aboriginal Business Directory WA (ABDWA)
- ◆ Supply Nation



## COMMUNITY COMMITMENT

We are committed to creating employment opportunities to Indigenous Australians. We are also seeking students for work experience and traineeships with Ngala Boodja ALC. Ngala Boodja uses Aboriginal businesses within our supply chain wherever possible, including our business consultants. Ngala Boodja ALC understands and respects that our successes should directly contribute to the community both financially and collaboratively, which is embedded into the core values of our people leading and contributing to the company.

## COMPANY INFORMATION

**Registered Name** NGALA-BOODJA / ABORIGINAL LAND CARE

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**Trading Name** Ngala Booja Aboriginal Land Care

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**ABN** 14 716 406 537

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**Postal Address** 6 Brumby Avenue  
HENLEY BROOK WA 6055

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**Delivery Address** 6 Brumby Avenue  
HENLEY BROOK WA 6055

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**Mobile** 0434 116 261

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**Contracts Manager** 0405 739 299 (Contracts Manager IMG)

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**Website (Secure)** [www.aboriginallandcare.com.au](http://www.aboriginallandcare.com.au)

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**Director** Matthew Kickett

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**Email** [mattkickett@gmail.com](mailto:mattkickett@gmail.com)

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**Date Established** June 2017