



ANNUAL REPORT

2020/21

Contents

Chair's Message	3
Operational Overview	5
Communication:	5
Capacity Building and Diversity	6
Capacity Building and Diversity –Staged Approach.....	6
Asset Stocktake and Electrical Equipment Testing and Tagging.....	7
Community Projects and Activities	7
Members Volunteered Hours	8
Shed Co-ordination	8
Shed Co-ordinator and Project Manager Report.	8
Governance	9
Enhanced Corporate Governance Platform	9
Continuous Disclosure	9
Constitution.....	9
Constitution and Associated Documents - Review	10
Strategic [2021 -23] and Operational Plans [2021/22]	10
Major Achievements – 2020/21	10
Priority Actions – 2021/22	11
Financial Planning.....	12
Membership	12
Membership Fees 2020/21 and 2021/22.....	12
Highlights	13
Community Projects and Activities	14
Projects:.....	14
Activities with Community Groups.....	15
Other:.....	17
Induction/Familiarisation/Training.....	17
Toolbox Discussions etc	17
Other Activities.....	18
Sponsored Events.....	18
Visits by	18
Property, Plant and Equipment	19
Acknowledgements.....	20
Appendices	22
Appendix 1 - General Reporting Information	22
Appendix 2 - Financial Reporting	23
Appendix 3 - Key Operating Information	26
Appendix 4 - Shed Management.....	27
Appendix 5 – Schematic Overview of Shed Operation	27
Appendix 6 - Key Performance Indicators [KPIs] – 2020/21	30
Appendix 7 - Summary of Financial and Activities 2018-2021	34



Chair's Message

In previous years I've started my reports with words like consolidation, growth, and development. This year I believe we are past that and we're now a well-established Shed with an excellent range of equipment, a solid committee with robust governance and fantastic group of Men that make up our membership.

We are also further establishing ourselves as a Community Shed and a recognised and valuable asset to the Cockburn Community.

Since our establishment at this site we, and I mean all of us, have achieved contributions to the Shed, including in-kind and volunteer hours, to the value of around \$370,000. That is a considerable achievement and one that we should all be proud.

Another achievement of note is the endorsement of Deductible Gift Recipient Status. The Shed is now a registered charity endorsed for DGR, which enables donations of over \$2.00 to be tax deductible.

Our future looks bright and with the recent confirmation of funding from the City of Cockburn for the Co-ordinator's position we can look forward to achieving some of the objectives we've set in our planning over the past couple of years.

I will take this opportunity to formally announce the extension of our opening times to include Fridays, 8.30am to 12.30pm.

We continue to seek an opportunity for a women's group to access this Shed. We have had discussions with a group called The Women's Shed Movement WA and the initial discussions have looked positive. We are looking at an M.O.U. and items such as their share of equipment maintenance and replacements. The Women's Shed will operate at this facility during times the Men's Shed is not operating and will continue until they are able to get their own facility. If successful, this will be the first Women's Shed in WA.

We are being very diligent in the planning for this and will ensure that not only will it be successful but the Men's Shed is not compromised in any way.

The progress towards access to the mezzanine floor has been highlighted by the contribution, facilitated by WA Labor's David Scaife, which will cover the cost of the lift. This is a significant contribution and one which we are all very grateful to receive.

With this is the discussion and planning with Austal Ships, co-ordinated by Scott, that will hopefully see them manufacture the stairs. Hopefully confirmation of this is imminent.

We still need to finalise the inclusion of the support beam for the southern side of the mezzanine floor and Bevan has been working with the City of Cockburn Engineering Dept to progress this.

There have been many things happen in the Shed over the past year that are pleasing and have been successful.

One of these was the Welding Classes held on a Saturday morning which was a joint program between us and Austal Ships. We expect some classes will recommence this year with Tom from Austal Ships

returning. This time the lessons will be structured with set attendees, over a set number of weeks, working on a project with an outcome at the end. I'm confident the classes will be filled easily.

A new activity that has emerged this year was the bus trips. A visit to the Bunbury Shed and a day at the Dowerin Field Day were enjoyed by those that attended. More bus trips will be planned with one going to Dardanup this month.

For me one of the most pleasing things that has emerged over the past twelve months is the increased use of and the contribution made by the men in the metal work room. Previously, to see that room full of stuff and being used as a storeroom was very frustrating and to see it now with all the activity and output is very pleasing. My thanks go to all the members that make that happen.

At times it has been a bit difficult to get every member to fulfil their obligation to volunteer for projects and events, such as the Bunnings Sausage Sizzles. I have noted, however a greater willingness from a greater number of members to put their hands up for these events. For me it is one of the most pleasing changes in the Shed over the past twelve months and something I hope continues and gets even bigger.

Our Shed Open Day was successful, and thanks must go to all the Shedders who spent time making things to sell on the day and family members who helped out and baked and cooked items for the cake stall. We're planning on doing something similar at the Spring Fair this year so keep reading your email notices to find out what's required.

During this past year we have lost a couple of strong friends of this Shed.

Dennis Platt was a founding member of this Shed and many of the original pieces of equipment that were on the old Shed were donated by Dennis. There are many members of this Shed who learnt how to use a lathe and gained many skills from Dennis.

Don Watson was our first Chairman. He had to step down due to failing health but never lost his passion for the Shed and its members. Even when Don's health deteriorated to the point where he couldn't drive and needed help with most things, he would still give me a call and come down to the Shed for morning smoko.

Both these Men were great Shedders and will be sadly missed.

As I'm sure many of you will be aware we are in the process of recruiting a new Shed Co-ordinator. Mike Murphy is stepping out of the position but will remain an important part of the Shed as he develops some very and interesting projects that he will facilitate.

Mike has been brilliant as our Co-ordinator and Project Manager, and I can't thank him enough for his hard work and his effectiveness in arranging and organising everything to do with the workings of the Shed. Whoever the new bloke is he'll have big shoes to fill.

My thanks go to the Members who are continually working on Shed Projects at a personal cost in time to spend on their own projects. It's a much-appreciated commitment and one that ensures the Shed continues to function and flourish. I won't go through a list to name them, I'm confident every member in this Shed knows who these people are, and I encourage you to take the time to thank them occasionally yourselves.

I'd like to thank the reps from the City of Cockburn, Jill, and Julie, for your ongoing support and enthusiasm. The Shed is a better place with your involvement.

I'd just like to say a personal thank you to our secretary, Bevan Dellar. I know you all recognise the amount of work Bevan puts in and the success the Shed has had in funding applications etc, but you don't know how much pressure and anxiety he takes off me by doing all the things he does. Thank you, Bevan.

Finally, I'd like to recognise the hard work and commitment of our Committees, the Management and OS&H Committees. Both groups are hardworking, committed, and cohesive with the objectives of the Shed.

I've said this at all our AGM's, the smooth running and enjoyment the members get from the Shed is a direct result of the committees' diligence resulting in good governance and continued positive outcomes.

I appreciate the support and encouragement I get from members of this Shed. It is a very important part of the Cockburn Community and I have no doubt we will continue to grow and become an even greater contributor to the Cockburn Community.

Peter Hodgson

Chairman

Operational Overview

The Executive would like to again congratulate all for the substantial outstanding progress and achievements this financial year. At the beginning of this, our third year at this site, we embarked upon an enthusiastic program to take the Shed to 'The next level'. This has included the following key elements: Ensuring there is a strong 'TEAM' environment [T= Together E=Everyone A=Achieves M= More]

- ❑ Maintaining strong membership communication
- ❑ Enhancing the Sheds corporate governance platform
- ❑ Maintaining financial stability by –
 - Maintaining/increasing membership – Increased from 95 to 108 (as of 30th June 2021). This is more than a 13.7% increase.
 - Retaining existing funding [carried forward 2019/20] and gaining further grant funding [2020/21] – Carried forward \$103143.
 - Gaining consumable sponsorships and dedicated product suppliers
 - Undertaking community projects/activities
 - Procuring donations, sponsorships, and fundraising
- ❑ Ensuring Shed operations are enhanced by –
 - Management being pro-active – forward thinking and planning both operationally and financially.
 - Continued member involvement/consultation, providing increased functionality.
 - Increasing capacity and diversity – Member, community, and partnership involvement
 - Ensuring all remain safe - Shed co-ordination and effectiveness.
 - Ensuring all are inducted, instructed, and trained on all equipment and tools that are utilised.
 - Providing heightened information on key issues which does and/or impact upon members.

Details of what has been achieved over the past three years is contained within these pages., and the following was undertaken this reporting year:

Communication:

Comprehensive agendas and minutes of all meetings together with stipulated required actions were provided to members. Those meetings included:

- Management committee
- Occupational safety and health committee and inspections
- General meetings

- Strategic, operational, and financial planning.

Minutes and notes associated with all other meetings were circulated to members.

These were complemented by the Shed co-ordinator's newsletters and special notices.

Capacity Building and Diversity

This was identified in 2019/20 as a cornerstone in moving forward with purpose to achieve meaningful outcomes and as such initial strategies were developed and has been followed up this year [2020/21]. The budget formulation for the financial year formed the basis, focus and structure to sustain good management, including the pursuit of additional funds [e.g., grants and other sources].

After consultation with members, a further comprehensive listing of requested facilities was created. This list included 3 storage sea containers and associated infills. New hand tools and some additional facilities – solar panels, benches, paint booth, workshop patio, lift, stairs, and balustrading for the mezzanine floor. This was approved by the management committee on August 8 enabling the progression of strategies to maximise grant funding applications and gain subsequent approvals and acquisitions. It should be noted that due to changing circumstances the management committee endorsed/approved from time-to-time changes to the initial design for the mezzanine floor. As advised in last year's report [2019/20] an eight-stage approach was identified and this has been continued and added to in 2020/21 which is, as follows.

Capacity Building and Diversity –Staged Approach

2019/20 [Stage 1] Outcomes which continued into 2020/21 [Stage 2]

- **Stage 1.** Task Review – Workshops, Shed's, Mezzanine Floor - Layout Design etc
It is just over 3 years since the Shed opened [June 2018] when the initial review was undertaken and much has taken place including increased amount and type of projects and/or activities being undertaken. To this can be added the acquisition of new equipment and hand tools as outlined above as well the erection of the containers, infills, roof solar panels, patio, and exterior blinds. As a result of all the changes a review of each area was undertaken by members in consultation with the management committee. The comprehensive review suggested changes that were then collated and acted upon. Due to the Corona Virus restrictions the finalisation of some of the changes are still being progressed. The installation of the patio, storage Sheds have been completed, whilst the lift, stairs, and balustrading for the mezzanine floor will be finalised in the latter part of 2021. This will increase the Shed's working areas. Further, all of this has/will significantly add value to the Shed as well as make its operation more effective and efficient. Most of the work has/will be undertaken by members which has provided significant benefit and cost effectiveness to members.
- **Stage 2.** Equipment and consumable funding - Finalised
- **Stage 3.** City of Cockburn– Community Smarty Grant – Welding equipment for metal workshop
 - The three additional pieces of equipment and associated tools – facilitated greater use and range of activities for which we are most appreciative.
- **Stage 4.** Stronger Communities Program–Sponsor J Wilson MP, federal member for Fremantle
 - The successful application enabled the acquisition of 7 pieces of equipment for the metal workshop as well as the installation of solar panels. Again, we are most grateful for all the support provided to achieve this outcome.
- **Stage 5.** Lotterywest Grant – Equipment, patio, and exterior blinds purchases – Acquistal finalised.
- **Stage 6.** Provision of external storage facilities [Shed funded and finalised]
 - Installation of 3x20 foot containers, 2 infills and roofing.
 - Funding for shelving was sought and approved through the National Shed Development Program [No. 20 – July 2020]. Thanks to members, installation was carried out in conjunction with the contractor.

Carried Forward into 2020/21 [Stage 2]

- **Stage 7. Mezzanine Floor**—Installation of lift, stairs, balustrading, power, furniture & equipment
 - Finalisation planning meetings and on-site inspections carried out to facilitate the drawing up of plans followed by building/engineering drawing assessments, building surveying certification, and applications for development and building permits. It is anticipated that all will be finalised in latter part of 2021.

New Items

- **Stage 1. Electrical distribution power board upgrade to increase capacity.**
 - Application for funding had been made to the Australian Men's Shed Association but was unsuccessful. Alternative funding is being sought. The upgrade was seen as critical to ensure maximum electrical safety and to ensure that an immediate shut down of all equipment [installation of circuit breakers] in the case of an emergency/duress. Further, additional power outlets [GPO's], single and three phase outlets and improved lighting are to be installed commencing in August 2021.

- **Stage 2. Construct and fit-out of external mobile paint booth.**
 - To provide increased capacity to undertake larger projects, while removing the paint fumes from the Shed proper. Finalised.

- **Stage 3. Purchase and install new equipment.**
 - Seek funding to purchase additional equipment to facilitate increased membership as well as projects/activities both personal and that sought by the community.
This was achieved and all the identified pieces of equipment and hand tools were purchased and installed.

- **Stage 4. Increase workshop capacity.**
 - Manufacture and install additional workbenches, storage racking and shelving. All defined requirements [20 items] were manufactured and installed, with thanks to members.

- **Stage 5. Dust Extraction System Upgrade.**
 - Undertake review [physical and financial] to determine the requirements due to increased current and future workshop capacity. Reviews undertaken and various alternatives are being assessed with the view to installation before the end of 2021.

Asset Stocktake and Electrical Equipment Testing and Tagging

In early January, the annual stocktake was undertaken which resulted in all assets being independently numbered and catalogued. In addition, all electrical equipment, appliances, and cords were checked, tagged, and catalogued in accordance with mandatory requirements. Further, any additional and/or repaired equipment that required testing was carried out and/or when required.

Community Projects and Activities

The Shed has continued to demonstrate its social responsibility and has been actively engaged in community projects. All members who attend the Shed have been encouraged to assist with these projects and the feedback received from those who we have been assisted has been overwhelmingly positive.

Based upon a conservative estimate of hours [2200] the community involvement of the Shed has increased by approximately 25% over last year 2019/20. Please see major achievements detail.

Members Volunteered Hours

The Shed would not be in the position it is today without significant sacrifice by members who willing volunteer their time to ensure that the Shed is the best it can be. The volunteered hours have this year substantially increased brought about by additional Shed upgrading/installations, greater activity [members and external], training of existing members on new equipment coupled with the training of new members. Further, greater governance was required due to legislative changes, requiring some amendments to the constitution. In this regard the executive wish to acknowledge the contribution which is estimated to be in the order of 5155 hours compared to 3820 hours in 2019/20 – an increase of just under 35%.

Shed Co-ordination

We are greatly appreciative of the efficient and effective day to day functioning of the Shed due to the efforts of both Mike and Marc for which it can be said they go well beyond of what is sought from them. Also, our thanks to Scott for his assistance. The Shed's reputation within the community is recognised as being well run and efficient. Our sincere thanks to you all.

The key to this as appreciated by the Executive, members and the public and significant others is having the same Co-ordinator. To further facilitate Shed co-ordination a Donation application was submitted to the City of Cockburn [June 26] for funding for the next 3 years which included increasing the number of hours the Shed is open that is a further 4 hours during 2021/22 [26 hours] and a further 4 hours [30 hours] during 2022/23 and thereafter.

Later: Approval was given on August 12 for year 1 [21/22] with a review of key performance indicators [kpis] prior to the commencement of the remaining 2 years.

The Executive and all members sincerely thank the City for their continued support, it is appreciated. This funding, as acknowledged, will enable the Shed not only to expand its role but further enhance the community work it undertakes within the City.

Shed Co-ordinator and Project Manager Report.

This has been a tumultuous year, due mainly to the COVID -19 requirements published by the WA Government. We have alternated between complete lock out to operating severely reduced numbers and masks, to no masks but some restrictions, and for what seemed to be a very short time, no restrictions at all. As of 30th June, we were locked out again.

These continually changing restrictions have had an effect on the projects we can deliver, but more importantly, on the health of the members, some of whom already have underlying physical and mental health issues. It is a concern that I and the management team are cognisant of, and we are vigilant in monitoring those who we know are at risk as well as the general membership.

The Shed coordinator is the first point of contact for members, and it is my belief that this Shed is managed better than most in WA due to the excellent management team and the fact that there is one paid coordinator who attends whenever the Shed is operational. I have visited Sheds where the coordinator is comprised of several volunteers, who, well-meaning though they may be, create a different dynamic in the Shed depending on who is 'in the chair'. Most of the men who attend Shed's look for a shift supervisor, a room manager or someone who they see as the person in charge as this is what they have been used to in their working lives. To have several different people in this role at different times, who naturally conduct business in their own unique way, can lead to frustration and dissatisfaction on the part of the members. To have one person in the coordinator role alleviates this problem, as the rules are the same all the time. This Shed and the paid coordinator role has, I believe, led to a more harmonious Shed, as members always know who to see if there is a problem with machines, other members or even with themselves. It is also important that new members can see the same person each time they attend, especially during the important first few visits. External agencies have also expressed their gratitude that they always deal with the same person.

The projects we have completed, and the community involvement of this Shed is well documented elsewhere in this report, so I will not go over the same information, suffice to say that I believe we are a valuable resource in the Cockburn area, of benefit not only to the members who attend, but to all in the community who have interactions with us.

Finally, as an example of the reputation that this Shed has in the wider community, we have recently been approached by Melville Cares, an organisation who assist people in the Melville City area. We have been asked to assist with a project for women artists. When I asked why this Shed was approached, I was told it was because word of the good reputation of this Shed. That word has obviously reached now outside of the Cockburn area.

I am contacted by approximately one man a week asking to join the Shed, a situation that cannot continue ad infinitum. It is of too much benefit to older men to turn them away, but without another Shed, there will be little choice.

“Build it and They will Come”.

Governance

Enhanced Corporate Governance Platform

One of the key tasks has been the bringing together all the Shed’s corporate memory using Office 365 instead of having it scattered [e.g. Shed legislative compliance and operational detail, secretarial, financial, membership, assets etc] at different locations and using different platforms. By having all the memory in one place it became seamless plus as the executive and coordinator change the information and history remains in the one place.

In addition to the general governance which the executive and management committee continually exercise, it undertook a comprehensive review to determine to the extent to which the Shed was compliant with respect to the ‘Fulfillment of original management plan considerations – August 2015’. It is pleasing to note that all were fulfilled except DGR and charitable licence provisions, since Federal legislation not been proclaimed at that time. This was enacted in October 2020. [See notes below - Constitution and Associated Documents – Review.] Further, Key Performance Indicators [KPIs] were proposed and all were fulfilled (detail at Appendix 6).

Continuous Disclosure

One of the Sheds principles is continuous disclosure about actual and/or potentially disclosable matters or events as and when they arise to enable members to make informed decisions or provide feedback. All major matters related to policy and/or operating procedures are referred to a management committee meeting for resolution and action. Members are kept informed by comprehensive management and occupational safety and health minutes, as well as the Shed Co-ordinator’s newsletters and messages.

Constitution

The Shed continues to remain strategic and focused on the key elements of its constitutional objectives, vision and values which translates into continuing positive outcomes in the best interests of members and significant others. These outcomes include:

- Safeguarding rights through strong advocacy and consultation;
- Promoting equality by way of inclusion to enable individual needs to be better met.
- Enhancing quality of life [all aspects] and promoting independence.
- Assisting the further development and sustainability of an individual’s and/or family’s capacity.
- Developing and maintaining strong and sustainable collaborative partnerships.

- Advancing knowledge, in the pursuit of change and good practice.
- Encouraging action on issues that affect members and others that are systemic.
- Acquiring funds to provide for, but not limited to, needs such as programs, services, and amenities.

As in the past, to achieve the best outcomes the Shed has continued to use a wide range of strategies, actions, and support to effectively meet each identified need by taking an enthusiastic and pro-active approach.

Constitution and Associated Documents - Review

A continuous review of the constitution and associated documents [Codes, Policies, Operating Procedures/Forms – Financial, Occupational Safety & Health, General, Agreements and Memorandum of Understandings] was undertaken. Consequential constitutional amendments [8] as well as additional policy and operating procedures were considered and endorsed which has enabled the Shed to better meet its governance obligations. It should be noted that the daily operation of the Shed has not been impeded by any of the changes.

The federal legislative changes relating to Deductible Gift Recipient [DGR], and Goods and Services Tax [GST] were all endorsed by the Australian Taxation Office [ATO] in October 2020. With the endorsement of DGR the Shed is now a registered charity endorsed for DGR, which enables donations of over \$2.00 to be tax deductible.

To ratify these changes at a Shed level, it required approved Constitutional amendments by way of *Special Resolution* by members as well as approval by the Department of Mines, Industry Regulation and Safety. The recommended changes were put to members at the 2020 AGM and endorsed with subsequent approval by the Department of Mines, Industry Regulation and Safety on October 6, 2020.

Strategic [2021 -23] and Operational Plans [2021/22]

The management executive undertook a review of the past strategic and operational plans to ensure that the Shed remained focussed on what had been agreed to. It was determined that the plans for 2020/21 were more than adequately met to the extent they could be due to COVID-19 restrictions. As such the management committee is committed to supporting and engaging with members, appointed Shed advisors as well as the Cockburn City Council and the community. Both the strategic plan for 2021-2023 and the operational plan for 2021/22 were endorsed at the June 9 management committee meeting and circulated to all members as well as being tabled at the 2020 AGM. See details on the achievements of the Capacity Building and Diversity Program embarked upon this year.

Also detailed below are the major achievements for 2020/21 as well as the defined priority action for 2021/22.

Major Achievements – 2020/21

A total of 13 major achievements have been identified, these being:

1. Continued strong governance and successful planning and delivery of efficient, effective, and resilient outcomes which focused on those identified.
2. Continued to be financially viable through grant funding, donations, sponsorships, and other fundraising activities. Emphasis is placed on the use of recycled and/or donated material and consumables whenever practical for the construction, erection, repair etc. of Shed facilities. Also, where allowed, all equipment installation and maintenance were carried out by members. Electrical work has been carried out by qualified and suitably licenced members.
3. Continued to provide an increased service to the Cockburn community.
4. The Shed upgraded its MYOB on-line accounting software which has enabled it to maintain efficient and effective overall financial management, including reporting that is required for Public Benefit Institution [PBI], DGR and GST legislation. The latter was endorsed by the Australian Taxation Office

in October 2020. With the endorsement of PBI and DGR the Shed is now a registered charity enabling donations to be tax deductible.

5. Installation of 3 sea containers, 2 infills and associated gable roofing has significantly increased the Shed's storage capacity and has enabled the expansion of facilities within each of the 4 work areas.
6. Construction and installation of additional storage racks, shelving, and workbenches.
7. Construction and fit-out of mobile paint booth.
8. Installation of solar panels.
9. Upgrading of electrical power distribution board to increase capacity, but most importantly enable all major pieces of equipment to be fitted with automatic cut-out in the event of any duress/emergency.
10. Purchase/installation of additional equipment
11. Facilitated additional training in wood turning, welding, and first aid.
12. Finalisation of the planning including financial, engineering drawings and approvals to enable the installation of the mezzanine floor lift, stairs, balustrading and fit-out.
13. Increased activities namely:
 - A significant number of members have availed themselves of the facilities to manufacture, repair etc. many items for themselves, family, and friends. The estimated net value of these projects is between \$20,000 - \$25,000. [2019/20 \$15,000 – \$20,000]
 - The number and value of community projects that Shed members have undertaken have increased during this financial year.

Based upon a conservative estimate of hours [2200] invested at a cost of \$30 per hour the Shed as a minimum has provided services to the value of \$66,000. The estimated net value of this is approximately \$20,000. [2019/20 \$12,500 - \$15,000].

Priority Actions – 2021/22

A total of 10 priority actions have been identified through the Shed's strategic and operating planning processes. These are:

1. Continue strong governance to successfully plan and deliver programs that will ensure a continual focus on remaining efficient, effective, and resilient. Those programs should have an underlying focus on men's health.
2. Make application to Cockburn City Council to increase the Shed coordinators hours by 4 hours per week for FY 2021/2022, followed by a further 4 hours for FY 2022/2023. This is to facilitate the increasing growth in membership and its cultural diversity as well supporting the needs of the members. It will also further enable the provision and/or facilitation of a range of engaging and supportive community activities and/or services within the City of Cockburn.
3. Continue to share goals and increase sponsorship to build greater financial resilience.
4. Continue to facilitate the continuation of the theme *Building Capacity and Diversity* which has been expanded to include finalisation of:
 - Mezzanine floor fit out – Lift, stairs, balustrading, electrics, and furniture,
 - Electrical power distribution board upgrade – Increase capacity including additional equipment, circuit breakers, power outlets,
 - Dust extraction system replacement – Current system overloaded creating a possible health and safety issue.
5. Execute sponsorship business plan to secure as a minimum 5 sponsors related to the acquisition of material [timber, steel, paint, etc.] and equipment consumables.
6. Continue to undertake a high standard of occupational and health practices to ensure the Shed's excellent record in minimising near misses, incidents, accidents, and exposure to hazardous substances.

7. Further community engagement and participation, increasing the number of partnerships and/or enhanced collaborations which translates into greater use of the Shed and its facilities.
8. Continue to provide heightened information on key areas associated with members health and well-being; these being:
 - Centrelink
 - Retirement Living and Your Choices
 - Home Care Transition etc – Alternatives – Aged Care Assessments
 - Mental Health People with Disabilities
9. Continue to provide and/or facilitate the delivery/access to learning opportunities for members.
10. Undertake feasibility study regarding installation of air-conditioning on mezzanine floor.

Financial Planning

Throughout the financial year the Shed has been able to maintain a strong financial position. All proposed expenditure was met and further purchases that were identified were able to be acquired. We are most appreciative of the grants received, funding from community projects [members efforts], open day, donations etc. The financial position is constantly monitored by the executive.

In conjunction with the above-mentioned a review of the Sheds financial management and planning was undertaken by way of consultation with the executive as well as the Shed's key operational workshop members. The initial income and expenditure budget estimates [2020/21] were constructed and prioritised and all items deemed as essential and high priority were acquired. More detail is provided in the Treasurer's report under grants and fundraising. The estimates for 2021/22 were developed and endorsed at the August Management Committee meeting and circulated to all members.

Membership

On July 1, 2020, the Shed's membership was 95 and on June 30, 2021, it stood at to 108, an increase of just over 13.6%. Membership does not include those persons [agency paid employees] who support people with a disability. Both make significant contributions to the Shed.

The management committee deemed it appropriate and necessary to establish and add another membership category – Shed Associate, which can be either male or female. Shed Associate membership classification ensures that all who participate are fully covered by the Shed's comprehensive insurance policy. As a Shed Associate member, the member can only participate in the nominated program/project/activity and therefore have no entitlement to participate in any other project/activity that the shed is involved in. As a Shed associate member, they are not entitled to a vote nor are their rights transferable.

The Shed considers it is worthy to acknowledge the way people with disability their support and/or care have been accepted and seamlessly integrated. All are thanked for their contribution. Further, it is pleasing to note all that sought membership and joined have continued to make an excellent overall contribution.

With the ever-increasing membership the executive has determined, subject to financial support, to extend the Shed operating hours. Initially it is planned to extend the operating hours by 4 hours each week commencing in October 2021 and then another 4 hours each week in October 2022.

Membership Fees 2020/21 and 2021/22

On June 3, 2020, the fees were increased from \$90 to \$100 due to a \$13.50 increase in insurance costs. On May 12, 2021, the Management Committee approved that there would be no increase in fee of \$100 despite increased insurance premium costs of \$7 per member. The increase has been offset by the honorary morning tea charge increasing from 50 cents to \$1.

Highlights

To ensure the Shed had remained true to its constitutional objectives, vision, and values, required some measure of success. This was done by measuring the achievements, actions, and subsequent outcomes throughout the year.

One of the strategic objectives for the Shed was to strive towards becoming self-funded as well as providing programs and equipment to meet the needs of the members as well as the community. The Shed was opened in June 2018, and it has taken some time to fully equip the Shed with all the required items that were deemed desirable by the members. This was followed by a period of training and instruction to meeting legislative as well as insurance requirements. This has been ongoing with substantial additional pieces of equipment; work benches and capital items being acquired through grant funding donations and sponsorships. Details are as follows:

Shed - Capital [Property] Enhancements including Fit-outs.

- Workshop patio and blinds – Fit out finalised.
- Dust extraction units – Upgrade is in progress.
- Storage facilities [3 x 20-foot sea containers, 2 x 3metre infills], storage racks for steel and timber, and internal shelving – Finalised.
- Installation of lift, stairs, and balustrading to mezzanine floor – In progress.
- Upgrade of emergency and duress alarm system - Finalised
- Design and manufacture of mobile paint and refurbishing booth – Finalised.

Equipment Acquisitions and Installation

- Solar panels
- Linisher belt sander
- Sherwood 20'' wood master timber thicknesser
- Air Compressors, retractable hose, and reels[3]
- Reciprocating Saw
- Metal Workshop - welding equipment, pedestal drill, metal cutting band saw.
- Battery operated hand tools [10]
- Equipment dust extraction units
- Sherwood wood turning lathe.
- Workshop workbenches [wood and metal] including electric/hydraulic 'all-ability' benches.
- Constructed jarrah and steel framed board room table and 4 patio tables.
- Manufacture and installation of safety bollards for external areas

Hand Tools -Acquisitions

- 10 battery operated hand tools associated with wood working - e.g. sanders, routers.
- Variety of batteries, chargers, and electrical hand tools.

Shed Operational Enhancements

Thanks to all members who utilised their skills and knowledge to achieve the significant outcomes which has significantly contributed to the Shed's functionality and wellbeing.

- Re-arrangement of workshop areas to enhance functionality.
- Installation of new equipment
- Modify/install additional electric/hydraulic beds into 'All-abilities' work benches.
- Electrical upgrades
 - Power distribution board [planning]

- Power outlets, lighting, both internal and external
- Manufacture/install cupboards to accommodate:
 - emergency equipment, hand tools, PPE, consumables – [nuts, bolts etc]
- Manufacture/install timber and steel work benches.
- Manufacture/install racking and shelving – internal and external.
- Manufacture/ install vehicular safety bollards in defined areas.
- Manufacture and install jarrah tables – patio [4] and office [1]
- Manufacture/erect three flag poles
- Maintenance, mechanical and electrical, of Shed equipment and tools
- Resurfacing of workshop and mezzanine floors
- Maintenance of gardens and lawn area and establishment of a vegetable garden
- Consolidating and upgrading the use of information technology

Note: All the manufactured/installed items were from recycled/donated material and consumables.

Community Projects and Activities

It is considered that the Shed has and will continue to demonstrate its social responsibilities on behalf of the community by undertaking activities and projects where they benefit. For this financial year, this includes:

Projects:

With the provision of more workshop space, equipment and members, the number of projects undertaken has increased by at least 25%. The undermentioned are examples of what has been constructed, repaired, or refurbished:

- Plant stands.
- Car Bike Rack
- Refurbishment of furniture– e.g. jarrah &/or pine table-tops and legs
- Refurbishment of outdoor settings– tables, bench seats etc.
- Planter Boxes
- Reptile Box
- Jenga Blocks and Boxes
- Bunnings – Assistance with fathers’ day and Christmas programs
- Replica 303 bullets [wooden]
- Mud kitchens.
- Wrought iron seats.
- Repairs to Boat Trailer
- Cat Run
- Morning Tea Trolleys
- Cubby Houses
- Buddy benches
- Photo and painting easels
- Table tennis bats
- Picnic tables and bench seat
- Fold-up desks
- Water tank refurbishment
- Small game table
- Games board
- Bike juice maker/blender
- Coin Sorter

- Cutting and platter boards
- Possum boxes
- Fob watch case.
- Honour board
- Cupboards and bench tops
- Rocking chair.
- Garden Feature
- Street libraries
- Clap sticks
- Bird boxes
- Bonsai Display Tables
- Welding – Repair and maintenance of equipment
- Machining various replacement components
- Assistance with the clean-up of deceased estates

The Shed has been involved in many one-off tasks e.g. upgrade, repair of furniture and other products.

Number of items built and/or projects commissioned.

With respect to the number of items being built and/or projects commissioned not all are recorded in detail for the following reasons:

- It does not reflect the effort, because second-hand material is used extensively; nor
- does it take into account the time for design work as and when required; nor
- the length of time taken to prepare/finish items being constructed, repaired and/or painted. This time can vary greatly, from 1 to over 30 hours.

Members remain adamant that they do not want this Shed to be run as a business workshop, where every item that comes into the Shed must be recorded. This is also against the main tenet of the men's Shed movement, which is the mental and physical health of men. This in no way detracts from the members strong commitment to governance, accountability, and safety to ensure that all operations are efficient, effective, and safe. The members are also passionate about opportunities to learn new skills and in giving back to the community.

Note: Wherever it was practicable to do so, use was made of recycled/donated material and consumables.

A significant number of members have availed themselves of the facilities to manufacture, repair etc. many items for themselves, family, and friends. The estimated net value of these projects is between \$20,000 - \$25,000. [2019/20 \$15,000 – \$20,000].

The number and value of community projects that Shed members have undertaken have increased during this financial year. Based upon a conservative estimate of hours [2200] invested at a cost of \$30 per hour the Shed as a minimum has provided services to the value of \$66,000. The estimated net value of this is approximately \$20,000. [2019/20 \$12,500 - \$15,000].

All the above achievements have resulted in an increase of approximately 25% over last year 2019/20.

Activities with Community Groups

- Shed Open Day – April 18
- COVID _ 19 Response Program
- 1st Bateman Scout Group
- Assisted with Oberthur Primary School and Bullcreek Boys Shed - teaching primary basic DIY skills.

- City of Cockburn - many and varied.
- Lakelands Senior High School
- Brightwater Retirement Village
- Jandakot Lions
- Jandakot Primary School
- Coogee Community Gardens
- South Coogee Community Group
- Theatre Arts Inc
- Tighten Up Tools
- Shoe Box
- One Christian Church
- Bicton Primary School
- Murdoch Hospice
- Fine Motor Skills & Toys Assoc.
- Bethanie Hospital
- Fremantle Players Group Inc
- Spearwood Primary School
- Cockburn Rotary Club
- Native ARC WA [Animal Rescue Centre]
- Murdoch University
- Australian Institute of Workplace Training
- Assisted with the clean-up of deceased estates etc.

Shed Open Day – Sunday April 18

This was the first open day the Shed has organised since we have been located in Cockburn Central. There were plans to run an open day event in 2020 but the Covid restrictions at the time were too restrictive. The Sunday that the 2021 event was run was still impacted by some restrictions, but the day went ahead and was quite successful.

The Shed members started making/creating projects for the open day 3 months prior to the day. Items that were made depended on the skill level of the member(s) making the item and the time that they had to make the item. Items were made from both the metal and wood shop.

On the day we had approximately 50 items made that were as varied as the members themselves.

Some examples of the variety of items that were made:

- Chopping boards of various sizes and composition
- Small ceremonial “Game of Thrones” axes
- Wooden turned bowls.
- Small metal fishing boat
- Bird houses.
- Metal bottle openers made from old railway spikes.
- Coffee table.

Members and their partners contributed plants, cakes and bric-a-brac and there was also a sausage sizzle BBQ and a tea and coffee stall.

There were Shed tours, woodturning demonstrations and one member showed how to make small tin soldiers. There was even a full-size Dalek that provided thrills for the children!

The day generated just under \$2,000 for the Shed, which we consider to be an excellent result for the first year this was run.

Lessons were learnt about advertising and placement of certain items to attract more interest, so we are confident that when we run this again (hopefully in 2022).

COVID 19 – Events Project.

This successful program was conducted by the Shed with part funding from a Cockburn grant. The day brought together various members of the family to undertake the construction of a native bee house. The Shed members had pre-constructed these houses, and fathers and sons, mothers and daughters (or combinations of both) spent one afternoon at the Shed constructing the bee houses. It was a successful event in that everyone had fun and went away with something that will be of use.

Other:

Induction/Familiarisation/Training

All members:

- And any support person, receives a comprehensive safety induction prior to any activity being undertaken in the Shed.
- Receive re-induction/familiarisation on each piece of equipment within the Shed every 12 months on the equipment they choose to use.
- Receive instruction/induction on the various pieces of new equipment/tool in any of the four workshops.

Further enhanced training has been provided associated with:

- Wood turning
- Wood-work – general
- Welding
- Metal lathe use
- Paints and solvents use.
- General instruction is provided associated with First Aid including use of the Defibrillator.
- Emergency/Duress Control – Random mock evacuations [6] have been conducted to ensure all members are familiar with the procedures as well as identifying any required actions and rectifying them.

This is conducted and coordinated by the Shed coordinator in conjunction with members.

Woodturning instruction is provided twice a week enabling many members to either learn new skills or further enhance them thanks to Ross.

Welding instruction and training was conducted over 12 days by Tom from Austral Ships who we sincerely thank.

Eight members received First Aid training provided by SETS and then qualified. Several other members also qualified externally to the Shed.

In addition to this qualified and/or skilled members also continue to assist others as and when required to learn new skills or enhance them in other areas listed above. All are also thanked for their contributions.

Toolbox Discussions etc

- Australian Executor Services - Estate Planning – Currency of Wills, Enduring Power of Attorney, and Enduring Guardianship
- Financial and Estate Planning
- Aged Care Assessments –[ACAT]
- Alzheimer’s Disease
- Mental Health – Understanding the ‘Man Mask’
- Medical Services including Mental – Cockburn – Bibra Lake Areas
- Disability awareness

- Epoxy Resin Application
- Equipment use – rights and wrongs.
- Shed – Information technology upgrades.

Other Activities

- Fund raising sausage sizzles [2]
- Shed Sausage Sizzles [3]
- Sundowner – Shed [1]
- Christmas Sundowner
- Rotary Spring Fair
- Car Park Sales – Belier Rotary Sunday Markets
- Raffles

Sponsored Events

- Christmas tree building
- Bee house construction

Visits by

- Josh Wilson MP, member for Fremantle
- Fran Logan MLA, Member for Cockburn #
- Yazh Mubarakai MLA, Member for Jandakot
- David Scaife MLA, Member for Cockburn – replaced Fran Logan MLA

Further, members sincerely thank Josh Wilson MP and David Scaife MLA for their support in assisting the Shed receive grants.

Approved Centrelink Organisation

The Shed was approved in early June 2019 as a non-for-profit-organisation as a 'Work for The Dole' [WFTD] voluntary activity provider and has actively participated with excellent outcomes.

People with Disability – Activity Provider

The Shed continues to work closely with organisations that support people with disability which in the majority align with the National Disability Insurance Scheme [NDIS] programs. Those who choose to become members participate and undertake activities of their choice. They are assisted by support workers.

Department of Justice – Community and Youth Justice

The partnership facilitates the completion of community work hours ordered by the Courts and is carried out on a weekly basis by assisting with, for example, general clean-ups, disposal of material and sawdust from extraction units and other tasks as determined.

We would like to acknowledge the continued support in the vicinity of 450 hours this year [360 hours 2019/20] provided by the Fremantle Adult Community Corrections Service. The service and contribution are greatly appreciated.

Australian Institute of Workplace Training [AIWT] – Community Services

The Shed has provided an opportunity and assistance for two students AIWT to learn additional skills [minimum of 120 hours each] that will enable them to work in roles within community services, case management or social housing sectors. This could involve managing, co-ordinating and/or delivering person centred services to individuals, groups, or communities.

Industry and Commercial Assistance

The wishes to express its gratitude who all who have assisted by way of advice, donation of time in kind in the order of 100 hours, material, and consumables.

Shed's Community Support

It cannot be more strongly expressed to all members, a big enough thank you for your personal efforts and contributions as it relates to the recipients of community projects/activities as well as individuals and families. These efforts have provided excellent outcomes including enhancement of the Shed's place within the Cockburn community.

Information Technology – Computing Requirements

Based on the initial review the management committee determined that the information platform was not seamless, nor did it have the capacity to be extended. As such, the computing and communication platforms have been continually enhanced. e.g., Facebook and the Shed webpage. In addition, the Shed successfully migrated its accounting systems onto its own MYOB platform with nominated executives being provided with appropriate delegated authorities.

With the assistance of Zeta Tech, all the executive and Shed coordinators working documentation have been migrated to 'Google Cloud' with each operating individually but all having access to view but not make changes unless delegated.

Occupational Safety and Health

In accordance with the constitution up to ten members of the OH&S committee can be elected at each AGM. Both the Shed coordinator and project manager are automatically appointed.

It is pleasing to report that no near misses, incidents, accidents, or exposure to hazardous substances were reported throughout the year. There were several first aid instances requiring a band aid or two. For this, all members are thanked once again for their due diligence to accomplish this achievement.

The occupational and safety committee has continued to play a significant role in insuring that the Shed operated efficiently and effectively, and that any matter requiring attention was dealt with promptly. Further, a review of policies and operating procedures continued. Comprehensive inspections of all aspects of the Shed's operations including status of previous required actions are carried out bi-monthly. The inspection reports are tabled at each meeting where recommended required actions and delegated authority are determined then submitted to the management committee.

The emergency/duress system it is tested monthly, and 5 mock evacuations have been carried out.

Comprehensive Insurance Renewal

Prior to the Shed's policy expiring, two independent reviews were undertaken to ensure that the Shed members, equipment, activities etc. were more than adequately covered. It was concluded that the past and the proposed current policy were satisfactory except for costs. AMSA – recommended insurer was chosen which resulted in an increase of premium costs by 25% compared to approximately a 60% increase of the existing policy.

Property, Plant and Equipment

The Shed does not own any property but does have equipment as recorded in the assets register. Stocktake was undertaken on January 5 to verify what had been recorded electronically and is continually updated [acquisitions, sales or write offs]. Each piece of electrical equipment is tagged and tested, and details recorded. This is undertaken in accordance with legislative requirements, and when a purchased and/or donated piece of equipment is received during the year. All the Shed's property plant and equipment are adequately insured.

Shed Memberships

- Australian Men's Shed Association [AMSA]
- Men's Shed's WA [MSWA]

Membership to the above noted organisations has, as in the past, continued to provide the Shed with ability to network and assist in influencing others to achieve, further and better outcomes.

Relationships

The Shed, through the management committee has recognised that no single entity can satisfactorily deliver on all challenges and that the best results can only be accomplished through local relationships, the sharing of knowledge and good practices. As such, the Shed thanks those who assisted in further enhancing support to our constituents.

In addition, the Shed is indebted to many individuals who have also assisted by provision of their wisdom, knowledge, time and energy to enhance the Shed's progress. From all this the Shed has a reputation within the community as being well run and efficient. We look forward to the continued sustainability and strengthening of all our partnerships so that the Shed can continually achieve greater benefits by the synergy created.

Acknowledgements

Life Membership and Shed Fellows

It is with pleasure that the Shed will be presenting life membership to:

- Peter Pardini

Non-members Gail Bowman and Richard Vernon were made Shed Fellows.

All were highly commended for their outstanding contribution through energy, knowledge, and wisdom that they have brought since the Shed's inception.

Congratulations and sincere thanks to help make the Shed what it is today.

Grant Funding

The Shed's executive and members wish to sincerely thank all grant funding providers as listed below. The funds provided have and will continue to significantly enhance the Shed's operational efficiency and effectiveness.

- City of Cockburn – Events, Shed Co-ordination
- Aust Govt - Dept. of Industry, Science, Energy and Resources – Stronger Communities
- Aust Govt – Dept. of Social Services – Fremantle Volunteer Grants
- WA Election Commitment Grant – Dept of Communities
- Stockland's – Good2Give Residential Community Grant

Partnerships and Sponsors

We have seen what partnership and sponsorship strength can bring to the Shed's overall well-being, particularly that associated with its key projects and activities. Having sound principles has also contributed to:

- Commitment to improve social and cultural outcomes.
- Collaboration
- Mutual trust and respect coupled with openness and transparency.
- Recognition of the value that collective contributions can make.
- Continuity of commitment that make projects and/or activities more sustainable.

The Executive and members wish to acknowledge everyone and thank all for their contributions that takes many different forms and the difference together you have helped us make.

Advisors

The Shed retained its nine advisors who assisted with advice in the following areas. This enabled the Shed to continue maintain and enhance its high level of governance.

- Installations – Containers/infills, lift, stairs, balustrading, building redesign. [Building Design] 1.
- Accounting – Legislative and ATO changes, MYOB - [Financial and Accounting] 2.
- Constitution and operations - [Legal]
- Training – [Training]
- Occupational Safety and Health – [Occupational Safety and Health]
- Health and wellbeing, COVID, and Defibrillator use – [Medical]
- Facebook, Webpage and use of Cloud facilities [Information Technology]
- Disability [Disability and associated services including NDIS]
- Mental Health

The advice particularly this year was significant because of redevelopment and refurbishments [1. Richard Vernon] well as projects and their degree of complexity as well as legislative changes [2. Mark Hill]. These in particular has enabled significant enhancements in these areas. Notwithstanding this we are again indebted to all for providing more and deeper knowledge in all areas where needed, which enabled greater richness to the outcomes being sought. We look forward to your continued support to help us make a collective difference.

Appendices

Appendix 1 - General Reporting Information

Meetings

The Shed management and occupational safety and health committees have continued to meet monthly except for January and February due to Corona Virus restrictions. The management committee comprises the Shed's executive office bearers and some of the general membership. This committee is elected at the annual general meeting. Also, the occupational safety and health committee is elected at the annual general meeting.

The role of the Management Committee has been to research, advise and consult as widely as is practicable on any issues and/or make recommendations requiring decision at general, extraordinary or the annual general meetings. Matters dealt with by the Management Committee have been reported to all members by way of circulated minutes, e-mails and newsletters.

Due to the Corona Virus 19 Shed activities had to be shut down and therefore meetings etc. were also curtailed. However, the executive continued to progress many significant items despite this.

Detail of formal meetings and other activities is as follows:

- ❑ Special General Meeting - 1
- ❑ Annual General Meeting - 1
- ❑ Management committee Meetings – 10
- ❑ General Meetings - 2
- ❑ Sub-Committee
 - Occupational Safety and Health – 9
 - Finance/Budget - 3
- ❑ Consultations, Briefings etc. - 6
- ❑ Attendance – Meetings/presentations at organisations, which the Shed has an affiliation - 7.
- ❑ Exhibitions – 3
- ❑ Project Meetings – 8
- ❑ Presentations – 5
- ❑ Shed Open Day – 1
- ❑ External Organisations visits at the Shed - 5.
- ❑ Shed Members Visitation – Bunbury

Appendix 2 - Financial Reporting

□ **Compliance**

The Shed's financial report is a special purpose financial report prepared to satisfy the reporting requirements of the Associations Incorporations WA Act (1987) and Charitable Collections Act (1946), Regulations (1947). The Management committee has determined that the Shed is not a reporting entity. In addition, the Shed was compliant with its own Financial Compliance and Public Fundraising Code, which includes reporting of the Shed's accounting practices, financial reconciliation and statement preparation [based on historical costs] in accordance with Australian Accounting Standards.

Registered Australian Business [ABN]

The Shed is registered with the Australian Taxation Office [ATO] as an Australian Business [ABN 21 902 498 771] effective from February 7, 2014.

Tax File Number – TFN 349 061 685

Notable Changes Affecting Shed Operations During 2020/21

- **Federal Government legislative changes**

Effective from October 1, 2020, a new Deductible Gift Recipient [DGR] category was introduced to public institutions that are registered charities and satisfy the definition of a community Shed.

Full detail is provided on page 6 – Constitution and associated documents review.

- **Australian Charities and Not-for profits Commission**

As the Shed became a Registered Charity it is now required to report [Annual Information Statement] no later than December 31 each year. No direct reporting is required regarding the Shed's Western Australian Charitable Collections Licence as it takes into consideration dual reporting.

Reviews of codes, policies and operating procedures were undertaken which resulted in two new policies being developed and subsequently endorsed, these being:

- Sponsorship and Donations to assist in clarifying the ATO's rulings regarding Men's Shed activities etc.
- Equipment including Hand Tools Replacements

Further, as the need arose some amendments were made to operating procedures which were endorsed. With regard to the Shed's Western Australian Charitable Collections Licence - No. 20543 it remains valid until the Shed determines it should be terminated. Reporting on activities is now combined with the Australian Charities and Not-for profit Commission report.

The Shed has complied with its own Code - Financial Compliance including Public Fundraising - during this past financial year and arranged for its financial and reporting statements to be audited in accordance with the Code which includes legislative requirements. Please see Financial Report which includes the Audit.

Banking

The Shed operates one [1] Westpac 'Community Solutions One Account'.

Financial Accounting and Reporting

The Shed utilises MYOB on-line accounting software which enables it to maintain efficient and effective financial management including reporting.

The Shed's income and expenditure as well as its overall financial position is reported at each Management committee and for the financial year at the AGM.

In addition Budget meetings are conducted by the Executive together with key area of expertise and project co-ordinators. This enables reporting Shed members to report on progress as well as formulate and/or change requirements e.g. new and replacement equipment, major works/projects etc.

These are then submitted to the Management committee for consideration, and endorsement.

INCOME - 2020/21 as of June 30, 2021,	\$ 0	\$ 0
Opening Balance [Brought Forward]-July 1, 2020,		47598.
General	33789	
Grants Cockburn City Council - Shed Co-ordination	7814 #	
- Events Funding	1500	
Stronger Communities	4495	
2020/21		
Diversity and Capacity Building		110790
City of Cockburn – Shed Co-ordination	36000 *	
Volunteering - Shelving	2400	
State Govt. – Election Commitment – Lift	71390	
Stocklands – Good2Give -Training	1000	
Fundraising		16035
Project Sales	8131	
Sale of Materials	3474	
Open Day	1512	
Sausage Sizzles	2130	
Spring Fair	788	
General		17251
Membership Fees – 20/21	8801	
- 21/22	2300	
Donations – General	2469	
Miscellaneous	2152	
Hire Building	795	
Interest	20	
Petty Cash	714	
	Total Income	\$191539
EXPENSE – 2020/21		
Grants		41165
Cockburn City Council - Shed Co-ordination	31096	
City of Cockburn – Events	1510	
Stronger Communities	4659	
Volunteering	2400	
Stocklands – Good2Give	1000	
General		9934
Office	3977	
Insurance	3616	
Miscellaneous [Sundries]	1347	
GST – Paid	893	
Bank Fees	101	
Shed – Workshops etc		37295
Materials purchased	5609	
Shed Upgrades- Storage Sheds etc	11469	
Shed Maintenance	3943	
Equipment and Tools [Shed funded]	10718	
Furniture and Fittings	4256	
Lift & Mezzanine Floor – Engineering	1300	
	Total Expense	88395
Net Profit Carried Forward 2021/22		\$103143

Note: # Shed co-ordination commitment to September 30; 2022 - \$7800

Committed and Planned Expenditure 2021/22

- Shed co-ordination - commitment to September 30; 2021 \$6900.
- Mezzanine Floor
 - Lift \$71300
 - Stairs, and balustrading \$25000
 - Incidentals – Electrical, Furniture \$3000
- Electric Power Switchboard Upgrade [Estimate] \$5000
- Dust Extraction – Upgrade [Estimate] \$20000

For full detail please see Balance Sheet, Income and Expenditure statement

Notes to and forming part of the financial statements for the Shed 'a not for profit' association for the year ended June 30, 2021, together with the Management Committee's Report and letter provided to the Auditor are available to members on request. This includes all detail associated with each grant.

It should be noted the Shed has been able to more than adequately meet all of its financial commitments and/or requests that have been asked of it. Further, at the time this report was prepared the Shed remains solvent.

□ **Audit – 2020/21**

An independent audit was carried out by Mark Hill CPA and in his opinion, it was determined that the financial reporting of the Shed was presented fairly and in accordance with all requirements. The Audit Report was signed off on September xx. Copy of that opinion will be made available to members on request.

It is noted that all requirements under the Associations Incorporations WA Act (1987) and Charitable Collections Act (1946), Regulations (1947) for 2019/20 were fully met as reported to the Department of Mines, Industry Regulation and Safety in November 2019.

Further, as the Shed is Registered Charity endorsed on October 23, 2020 it is required to provide an Annual Information Statement to the Australian Charities and Not-for profit Commission which is to be submitted prior to December 31.

The Shed wishes to acknowledge and sincerely appreciates Mark Hill's (CPA) contribution once again by undertaking a review of our financial statements and no matters came to his attention.

Note: The Shed under ACNC guidelines is classified as 'small' and no audit or financial statements is required, however the Shed resolved as good governance to have them reviewed.

□ **Financial Planning - 2020/21**

It is pleasing to note that the financial planning translated into budget estimates proved to be invaluable in that it was successfully used to apply for grants which were fulfilled as well as enabling other equipment to be purchased ahead of what had been planned.

- 2021/22

In addition to the above the Shed completed a comprehensive review to determine the way forward over the next two years which entails but not limited to:

- Income projections from current sources as well as new opportunities including corporate sponsorship, new projects, partnerships, sponsorships, grants etc.
- Expenditure projections based on current activity, together with the possible new projects as well as determining what new and/or replacement facilities and equipment.
- Copy of the revised and approved budget estimates for 2021/22 has been circulated to members and is also available on request.

Overview of Financials and Activities etc [2018/21] Associated with the 'Shed' since relocating to 2 Sullivan Street.

The Shed is justly proud of what has been achieved since the inception of and relocating. To all who have contributed to what we call 'Great Achievements' you are extended a Big Thank You to make the Shed what it is today. You can be assured that achievements will not dissipate.

Detail is provided at Appendix 7.

Appendix 3 - Key Operating Information

Registered Name:	Cockburn Community Men's Shed Inc.	
Address:	2 Sullivan Street Cockburn Central WA 6164	
Telephone No: [Mobile]	0422 92 0948	
E-mail Address:	coord@ccmshed.org.au	
Website	ccmshed.org.au	
ABN:	26 171 535 893	Active from March 26, 2014
Tax File No.	TFN 349 061 685	
Registered Charity	Endorsed October 23,2020	
Deductible Gift Recipient [DGR]	Endorsed October 23,2020	
GST Concessions	Endorsed October 23,2020, approved by the ATO effective from January 1, 2021.	
Constitution:	Initial approved March 9,2015 Amened. Ver. 3 – October22, 2020	
Date Established:	April 4, 2013	
Date of Incorporation:	February 7, 2014	
Certificate of Incorporation:	Registration No. A1017559Z	
Charitable Collections Licence-WA	No: 21804 Expiry Date: When licence is terminated by either party.	
Bank:	Westpac BSB: 036 - 019 Acc. No. 204024.	
Insurance:		
	Type of Policy	Australian Men's Shed Association Men's Shed Insurance
	Insurer	Chubb
	Policy No.	933997884
	Description of Cover	Public Liability \$40,000,000
		Products Liability \$40,000,000
	Expiry Date	February 28, 2022
	Type of Policy	Industrial Risks
	Insurer	CGU Insurance
	Policy No.	OIR 1200843
	Description of Cover	Assets \$300,000
		Burglary \$30,000
	Expiry Date	February 28, 2022
Deed of Lease:	City of Cockburn [Lessor]	ID LSE 17/0016, Contract.
	Cockburn Community Men's Shed Inc. [Lessee]	
	2 Sullivan Street Cockburn Central	Portion of Reserve 12243
	Lettable area	2131 M2
	Commencement of Lease	July 11, 2018
	Initial Term	5 years - expires July 10,2023
	Further Term	5 years
	Rent	\$1 per annum.
	Public Liability Insurance	\$20,000,000
Memberships:	Australian Men's Shed Assoc.	100987 Expires May 2022
	Men's Shed WA Assoc.	Expires June 2022

Appendix 4 - Shed Management

Management Committee Executive

- Chairperson - Peter Hodgson
- Deputy Chairperson – Chris Holliday
- Secretary - Bevan Dellar
- Treasurer – Niranjan Saripudi
- Project Manager – Michael Murphy

Management Committee

- Gary Clark
- Brian Ward
- Chris Decke
- Scott Cavanagh
- Brian Cummins
- Bert Rowlands

Non-voting appointments

- City of Cockburn – Jill Zumach and Julie McDonald [Proxy]
- Rotary Club of Cockburn – Geoff Webb

Occupational Safety and Health Committee

- Chair Chris Holliday
- Secretary Bevan Dellar
- Project Manager Michael Murphy
- Shed Co-ordinator Michael Murphy [Automatic appointment]
- OS&H Facilitator Brian Ward
- Management Committee Representative – Gary Clark
- Representatives
 - Scott Cavanagh
 - Chris Decke
 - Mark Downey
 - Gary Underwood
 - Brian Ward

Other Nominated Positions

- **Patron** Logan Howlett JP
- **Auditor** Mark Hill CPA

Advisors

- Legal Glen Giles LLB – Taylor Smart [Solicitors & Notaries]
- Financial/Accounting Trove Advisory Group [Mark Hill]
- Building Design Richard Vernon – Vernon Design Group
- Occupational Safety & Health Kevin Broadbent – SETS [Safety & Emergency Training Services]
 - Ryan Charles [LHR Marine] Resigned March 2021
- Information Technology Marc Dimmick
- Medical Dr Allan Wright
- Disability Michele Hodgson [Services Manager, Rocky Bay]
- Training Kevin Broadbent - SETS [Safety & Emergency Training Services]

- Mental Health Dr Brett Dellar – MoMEntum Revolution [Appointed July 14,2021]
- Public Relations City of Cockburn

Shed Co-ordinators and Chief Wardens

- Michael Murphy
- Marc Dimmick
 - Scott Cavanagh [Acted in the positions when required- leave etc]

We are most appreciative for the contributions to assist to take the Shed forward during 2020/21 and further the excellent pathways to follow during this forthcoming year.



2 Sullivan Street
Cockburn Central WA 6164



Operates under Associations Incorporations Act (1987) which includes Shed specific: Constitution complimented by Operating Codes, Policies and Procedures Strategic and Operating Plans

*Enriching Lives
Help from those with enthusiasm and vision*

- Advisors**
- Legal Medical - Health & Wellbeing
 - Financial/Accounting
 - Occupational Safety & Health
 - Information Technology/Social Media
 - Disability Public Relations
 - Building Design Training Indigenous
 - Mental Health

Management Committee
Chair
Deputy Chair
Secretary
Treasurer
Project Manager
Members [min 4 - 6]
Non voting members -
City of Cockburn
Rotary Club of Cockburn
Meets as a minimum 10 times a year

Shed Co-ordinator
[Contracted Employee]

Patron

Auditor

First Aiders [14]

Other
As and when determined

Sub-Committees
Operate under delegated authority.
Storage facilities
Lift, stairs & balustrading
Electrical power board upgrade
Dust extraction upgrade

Occupational Safety & Health
Committee meets as a minimum 10 times a year

'The Shed'
Chief Warden
Deputy Wardens

Established April 4, 2013
Incorporated February 7, 2019 (Reg. No. 314119933)

MISSION (purpose)
The Association's primary purpose and reason for its existence is to improve the well-being of people with respect to, but not limited to:
"inter-connected dimensions of physical, mental, and social well-being that extend beyond the traditional definition of health."
"provision of choices and activities aimed at achieving physical vitality, mental clarity, social satisfaction, a sense of accomplishment, and personal fulfilment."
VISION (View of the future)
The Association aspires to achieve a lasting and positive impact on the wellbeing of all to the extent required and significant others by contributing to the public good.

Community Engagement Partnerships:
Approved activit provider
Projects and activities
Groups - assistance
Details in annual report.

OBJECTS are:
(a) to promote, develop and provide leadership, including:
i) the management and promotion of:
ii) the provision of leadership to, and encouragement of, relationships with Affiliated Associations, and all other men's sheds, persons, groups and associations involved in
(ii) the maintenance and promotion of the affiliation of the Association with, and its representation on and with such other body or bodies as the Management Committee thinks fit;
(iv) the maintenance and the promotion of relationships between the Association and others;
(b) to control, manage, improve and promote, to the greatest extent possible, the use of the Association's facilities for the benefit of Members and the community at large, and
(c) to control, manage, improve and promote, to the greatest extent possible, the use of the facilities and activities for purposes of public benevolence that benefits the community at large.

Deed of Lease
City of Cockburn
5 years - expires July 10, 2023
Further term 5 years

ABN: 26 171 535 893
TFN: 349 061 685

Endorsed as a deductible gift recipient [DGR]
GST Registered

Insurance
Policy: Aust Men's Shed Assoc.
Insurer: Chubb Policy No. 93397854
Public and Product Liability - \$40,000,000
Policy CGU OIR 1200643
Assets - \$300,000
Expiry: February 28, 2021

Telephone:
0422 920 948

West Aust -Charitable Collections
Licence [21804]

Website
ccmshed.org.au

E-mail
coord@ccmshed.org.au

Rev. 9 - Sept, 2021

Looking Forward – 2020 and Beyond
City of Cockburn – Community Donation Funding
Shed Co-ordination
Key Performance Indicators [KPIs] – 2020/21

Introduction

In response to the Shed's nominated KPI's including our last submission [2021] to the Cockburn City Council the following comment is made with respect to 2020/21. [Shown in blue].

Overview

The Shed is judged by being true to its legislative and operating requirements that is, mission. objects and values together with its nominated strategic and operating plans.

KPI – Management executive and committee ensuring that compliance is maximised as well as outcomes achieved.

- That the Shed is welcoming, safety and wellbeing of members is an absolute priority; and
- Maintain and expand one of the Shed's cornerstones is contribution to the community, particularly that within the City of Cockburn.
- To ensure that the Shed is ever proactive in maintaining a high degree of compliance and changing needs it amended its Constitution [Ver. 3] which was approved on October 22, 2020, and subsequent Operating Procedures [Codes, Policies etc].
- The Shed continued to maintain its high degree of compliance with nothing being brought to its attention.
- Contribution to the community has increase from 1800 hours [est. value \$54 -72000] last year to 2200 hours [est. value \$66 -88000] an increase of roundly 22% this year.

1. Governance

KPI – Maintain a high standard of governance ensuring that the Shed does not come under notice for compliance or any other matter.

- The Shed has not come under notice for non-compliance or any other matter.
- Also please see notes at item 9 with respect to the further use of professional Advisors in 2020/21.

2. Membership

Membership 95 [equivalent to full time membership] on June 30, 2020. [Adjusted from 105 due to prior resignations, deaths, and short-term memberships.]

Proposed KPI – Increase membership at a minimum rate of not less than 5% each year.

Currently the membership is 108 an increase of 13.7% increase.

3. Financial Stability

Continue to maintain financial stability.

Proposed KPI – Increase Shed sponsorships and/or donations to enable the Shed to be self-supporting. Apply and receive **DGR status once the legislation has been proclaimed.**

The Shed applied after the Federal legislation was enacted and was endorsed and **effective from October 23, 2020**. On the same date the Shed was **also endorsed as a Registered Charity** which will further facilitate towards increasing the nett worth of Shed facilities, equipment etc.

4. Activities/Options

With the re-organisation in the workshops together with provision of additional equipment, installation of workshop patio, storage facilities [sheds], stairs to and balustrading around the mezzanine floor will enable a significant more flexibility of what can be undertaken/achieved.

Proposed KPI – Increase the number of activities and options which both members and the community will be able to access, that is as a minimum 2-3 additional each year.

The Shed provided the following five key additions [2020/21] , namely:

- Specialised welding classes
- Woodturning tuition
- Machining and Turning [metal]
- Public Open Day
- COVID 19 – Project
- Basic First Aid including Defibulator use
- Continue to provide and/or support external to the Shed community activities and/or projects.

5. Community Projects

Continue to contribute resources to deliver by way of time, material etc requested products etc that at value to the community.

Proposed KPI – Increase Shed’s contribution both production of products, activities etc by as a minimum of 10% each year based upon 2019/20 – time and value as well as utilising recycled material.

- For 2019/20 1800 hours Rate ph. \$30 - \$40 Value \$54 - 72000
- For 2020/21 2200 hours Rate ph. \$30 - \$40 Value \$66 – 88000

Added comment

- It is considered that 2019/20 is correct because we are able to demonstrate the change for 2020/21.
- **Number of items built and/or projects commissioned. [Added comment]**

With respect to the number of items being built. This has been considered previously as inappropriate for the following reasons:

- It does not reflect the effort, because second-hand material is used extensively
- It does not take into account the time for design work as and when required.
- The length of time taken to prepare/finish items being constructed, repaired and/or painted. This time can vary greatly, from 1 to over 30 hours.

Members remain adamant that they do not want this shed to be run as a business workshop, where every item that comes into the shed must be recorded. This is also against the main tenet of the men’s shed movement, which is the mental and physical health of men. This in no way detracts from the members strong commitment to governance, accountability, and safety to ensure that all operations are efficient, effective, and safe. The members are also passionate about opportunities to learn new skills and in giving back to the community.

6. Nominated Priority Groups -Disadvantaged [Community Support]

Continue to provide support to agencies, organisations etc such as but not limited to Dept of Justice, Disability Service organisations, Alzheimer’s Aust., Independent Living Centre, Centrelink etc and those who they assist.

Proposed KPI – Ensure that as far as is practicable that support is provided to a greater number of agencies organisations as well as those who they assist.

- The Shed has continued to support the following:
 - People with Disability and their Carers
 - People with dementia and mental illness
 - Department of Justice – Community and Youth Justice Services
 - Centrelink - service provider
 - Beelie Boys Shed
 - Beelie and Atwell Primary Schools
 - Lakelands High School
 - RSL – Cockburn Sub-branch

- Aged Care Groups [Brightwater and Agis Aged Care Group]
- Shoe Box
- Indigenous Events [Naidoc Week]
- People who require assistance e.g. incapacity, have lost partners etc.

The support provided equated to roundly 530 hours valued between \$16 – 22000 compared to 2019/20 415 hours valued between \$12.5 – 15000 an approximate 27% increase.

7. Occupational Safety and Health

Continue to maintain a high standard safety and health within the workshop and other activities undertaken.

Proposed KPI – *Ensure that as far as is practicable that no one is involved in an incident, accident, injury or exposed to a hazardous substance.*

The Shed recorded several minor incidents [band aids] but **No** near misses, accidents, or exposures this year.

This has been achieved by having an appointed Shed Co-ordinator, Project Manager, structured approach that is OS&H Committee, OS&H Facilitator, comprehensive policies, and operating procedures. This is complimented by weekly equipment inspections and maintenance.

Further, the Shed has continued to provide a high level of training/ instruction with some being provided by external expertise. In addition Toolbox discussion [8] was provided on key health and well-being subjects.

8. Seminars, Tool-Box Discussions and Guest Speakers

Proposed KPI – *Continue to provide to members and others as a minimum four to six sessions each year on identified key areas to further enhance knowledge, particularly health and wellbeing.*

The provided eleven **toolbox discussions this year [2020/21 were in the following areas:**

- Mental Health – Understanding the Man Mask
- Retirement Living and Your Choices
- Home Care Transitions etc – Alternatives [ACAT]
- Medical Services
- Financial and Life Planning
- Legal – Wills [changed circumstances], Enduring Power of Attorney and Enduring Guardianship
- Mental Health – Alzheimer’s
- Centrelink Services
- Paint and Varnish
- E poxy Use
- Men’s Shed WA – Zone Meeting

9. Advisors

Currently the Shed has nine [9] appointed professional advisors to assist with governance and/or specialist advice.

Proposed KPI – *Continue the assistance provided to ensure that the Shed maintains ‘best practice standards outputs and outcomes.*

The Shed retained its nine Advisers who helped and advice in particular in the following areas due to changes being experienced. This enabled the Shed to continue maintain and enhance its high level of governance.

- Installations – Containers/infills, Lift, stairs, and balustrading, Building redesign - [Building Design]
- Constitution and operations - [Legal]
- Accounting – Legislative and ATO changes, MYOB - [Financial and Accounting]
- Training – [Training]
- Occupational Safety and Health – [Occupational Safety and Health]

- COVID, General and Defibulator – [Medical]
- Facebook, Webpage and use of Cloud facilities [Information Technology]
- Disability [Disability and associated services]

10. Community Engagement

This is described in particular at items 5 and 6 above which as can be seen has increased significantly. In addition to the above volunteered community hours contributed by members makes it what it is -well respected. In this regard it is estimated that this year [2020/21] 5155 hours, compared to 3820 [2019/20] an increase of roundly 35%.

Added comment

- Community Events – What is meant by this question?
 - What members have contributed externally. e.g. as shown for example under Activities on page 2 of document DA 2. {both external and internal}
 - What have members under-taken as a community engagement at the Shed – e.g.
 - Shed open day.
 - Approved Centrelink Organisation – Voluntary activity provider.
 - People with Disability – Activity Provider
 - Department of Justice – Community and Youth Justice - Partnership facilitates the completion of community work hours ordered by the Courts carried out on a weekly basis.
 - Australian Institute of Workplace Training [AIWT] – Community Services. Provision of an opportunity and assistance for learn additional skills [minimum of 120 hours each] that will enable them to work in roles within community services, case management or social housing sectors.
 - Partnerships in particular with various other not-for-profit organisations.

Added comment

11. Shed Attendance – 2020/21

Average membership attendance for the past 12 months:

Tuesday: 35

Wednesday: 25

Thursday: 20

Saturday: 15

Average number of visitors per week (includes prospective members, people wishing to have items repaired or constructed, guest speakers, tradespeople, sales representatives, people donating goods) 20.

Added comment

Other

It is worthy of note which was not contained in the request are:

2020/21 Capital investments – roundly \$50,000. Installation of containers [3\ and infills [2], solar panels, additional equipment and tools.

2021/22 Planned capital investments - \$120-130,000. Installation of lift, stairs, and balustrading plus fit-out of Mezzanine Floor, upgrading of the electrical power board and upgrading of dust extraction system including units.

Appendix 7 - Summary of Financial and Activities 2018-2021

Opened June 18,2018			
Shed Construction [Sullivan Street] -	0.00	0.00	
Lotterywest Grant [Cockburn City Council]	484.00		
City of Cockburn [Land \$600,000 Cash \$246000]	846.00	1330.00	
Membership - 2018/19			64
2019/20			95
2020/21			108
Shed Outlays			
○ Fit-out [Internal]	52.50		
○ Equipment	19.20		
○ Furniture & Fittings	5.30		
○ Material/Maintenance/General	2.50	79.50	
2018			
○ Equipment	29.10		
▪ Grant	2.50		
○ Furniture & Fittings	17.30		
○ Material/Maintenance/General	6.10		
○ Shed Co-ordination	6.90	61.90	
2018/19			
○ Equipment	7.10		
Grants	2.50		
○ Furniture & Fittings	11.20		
○ Material/Maintenance/General	10.40		
○ Shed Co-ordination	18.70	49.90	
2019/20			
○ Equipment	29.10		
▪ Grants	13.40		
▪ Sponsored Fundraising	4.10		
○ Furniture & Fittings	26.70		
▪ Grants	2.90		
○ Material/Maintenance/General	20.80		
Containers [3 x 20 foot]	11.10		
○ Workshop Patio and Blind	10.20		
○ Shed Co-ordination	26.60	144.90	
2020/21	10.60		
○ Equipment	2.50		
▪ Sponsorship	2.00		
○ Furniture & Fittings	2.40		
▪ Grant	11.70		
○ Material/Maintenance/General	4.00		
▪ Workshops – Refurbishments [Est]	5.20		
○ Containers and Infills [Storage]	1.30		
○ Paint Booth	8.50		
○ Solar Panels – Grant/Subsidy	36.00		
Shed Co-ordination -Training	1.00	74.60	410.80

Donations

Equipment	54.00		
• Capital	15.00		
• Minor – Hand Tools etc	2.00		
• Emergency/Duress Alarm System	1.30	72.30	
• Paint Booth			
Consumables [Estimated]	6.00		
• General	18.00		
• Timber	5.00		
• Steel	3.00	32.00	
• Electrical			
Equipment Loan	8.00		
• Cranes/Scissor Lifts/Trailers/Trucks - Utilisation	4.00	12.00	116.30
▪ Labour Hours - 50 @ \$80			

Pro Bono Contributions

2 Sullivan Street

• Initial Planning – Supervision and Layout – 160 hours @ \$80	12.80		
• Fit-out – General – 15 weeks,10 members,10 hours pw @ \$30ph	45.00		
- Electrical – 50 hours x \$80	4.00	61.80	
• Building Planning and Design – 2018/21			
General, Patios, Sheds, Containers/Infills, Mezzanine Floor			
90 hours x \$200	18.00	18.00	
• Auditor			
Audits [3] – 30 hours @ \$250 ph.	7.50	7.50	
• Advisors			
Estimated Advisors assistance/ advice 400 hours - \$200-350 per hour -average \$275	110.00	110.00	197.30

Shed Enhancements

• Emergency/Duress Alarm System [Design/Construct/Instal]- 50 hours x \$80	4.00	4.00	
• Containers[3] & Infills [2]			
○ Manufacture/Install Footings, Roof & Infills – 60 hours x \$80	4.80		
○ Design/Manufacture/Install Racking – 15 hours x \$60	0.90	5.70	
• Workshops [5]			
○ Equipment and Hand Tools			
▪ Installation – 120 hours x \$80	9.60		
▪ Inspections/Maintenance – 420 hours	33.60		
• Mechanical /Electrical – 300 hours	24.00		
• Testing and Tagging [Annual/Ad-hoc] – 180 hours	14.40		
○ Redesign Layout			
▪ Manufacture and Fit-out Kitchen - 200 @ \$90	18.00		
Workshops [5] - Additional Workbenches/Storage – 120 hours @ \$80	9.60		
○ Electrical - New & Upgrades – 50 hours @ \$90	4.50	113.70	
• Information Technology - Upgrades/Enhancements etc			
2018/19 - 50 hours @ \$90	4.50		
2019/20 -140 hours	12.60		
2020/21 - 180 hours	16.20	33.30	156.70

Training and Development

• Training/ Instruction			
○ General – 2018/19 - 320 hours @ average \$35	11.20		
2018/19 - 540 hours	18.90		
2020/21 - 860 hours	30.10	60.20	
Training/Instruction - hours1520 @ \$30 ph. \$45.6 or \$40 ph. \$60.8			
• Department of Justice – Community and Youth Justice			
Facilitation of community work – general. 2019/20 - 360 hours @ \$80ph	28.80		
2020/21 - 450 hours	36.00	64.80	125.00

Projects, Activities and Volunteering

• Community Projects and Activities			
2018/19- Estimated 1500 hours @ average \$35ph.	52.50		
2019/20 - 40 weeks COVID restrictions – 1800 hours	63.00		
2020/21 - 46 weeks COVID restrictions - 2200 hours	77.00	192.50	
• Members Volunteering Hours			
2018/19 - Estimated 1500 hours @ average \$35ph.	52500.00		
2019/20 - 40 weeks COVID restrictions – 3820 hours .	133700.00		
2020/21 - 46 weeks COVID restrictions - 5155 hours	180425.00	366625.00	366817.50

Shed Enhancements Planned Installations etc – In-progress. -2021/22

• Electrical Distribution Board – Upgrade	5.00		
○ # Installation [Pro-bono]- 25 x \$90	2.25		
○ Dust Extraction System – Upgrade	20.00		
• Mezzanine Floor – Access etc			
○ Installation Lift	71.30		
Stairs, Balustrading	25.00		
• Electrical	2.00		
• Furniture etc.	1.00		
• # Installation [Pro-bono]- 25 x \$90	2.25	128.80	128.80

Summary

Shed Outlays	410.80		
Donations	116.30		
Pro Bono Contributions	197.30		
Shed Enhancements	156.70		
Training and Development	125.00		
Projects, Activities and Volunteering	366817.50		
		367823.60	
Planned Enhancements 2021/22			128.80