



**CAMBRIDGE COMMUNITY SHED INC.**  
**ANNUAL REPORT – 2021**



## ABOUT US

### Introduction

This document presents the Annual Report for the Cambridge Community Shed (Inc.) for the twelve months ending 30 June 2021, and will be presented to the members at the Annual General Meeting (AGM) on 27 October 2021.

Whilst this document refers to the entity Cambridge Community Shed (CCS) it is proposed at the forthcoming AGM to present to members motions to amend the constitution for consideration to:

- Change the name of this entity to the Lake Monger Community Shed (Inc.);
- Simplify the membership application rules; and
- Remove gender specific references embedded in the objects of the LMC Shed.

### Our Mission

The mission of the Shed (located in the Town of Cambridge) is to enable members of the community to come together and share their experiences in life, develop new skills and friendships, pursue their hobbies, undertake community projects and / or just talk with shed members to promote longer, more active and healthier happier lives.

### Our Vision

The vision for the Shed is to provide an accessible, safe, friendly and welcoming inclusive environment that will foster camaraderie, contribute to improved health, happiness and well-being of all shed members, so benefitting the Cambridge Community.

### Our People

Board Members		
Name	Position	Dates acted (if not for whole year)
Maxwell Puddey	Chairperson	Whole year
Graham McHarrie	Deputy Chairperson and Secretary	Whole year
Robert Gray	Treasurer	Whole year
Peter Wagner	Board Member	Whole year
Andy Oldham	Board Member	Whole year
Joe Laskowski	Board Member	Whole year
Michael Graham	Board Member	Whole year
Robert Moseley	Board Member	Whole year
Robert Fredericks	Board Member	Whole year

## Employees

Name	Position	Dates acted (if not for whole year)
There are no employees		Whole year

## Our History - The Journey

The vision to create a Community Shed within the Town of Cambridge (TOC), and the subsequent establishment has been the outcome of a Rotary Club of Cambridge (RCC) project over an 8 year period.

The project's journey is described below and outlines challenges in locating a suitable site and accessing funding for the establishment of the Shed, soon to be called the Lake Monger Community Shed (the Shed).

2013	RCC assessment of the Alderbury Reserve dis-used toilet block to be shared with numerous other sporting clubs.	Premises were too small to attract sufficient members to be financially viable.
2015	RCC evaluation of portion of the Nedlands Council's Brockway Tip in conjunction with Rotary Club of Crawley.	The RCC environmental investigation completed by Professor Brian O'Brien (dec). revealed soil contamination.
2015	RCC discussions with Minister for Local Government regarding providing a site as part of the re-development of Shenton Park.	Declined, but took 6 months of ongoing discussions.
2016	RCC discussions with Dreamfit and UWA to share the then existing Dreamfit workshop adjacent to Underwood Road.	We were advised that Dreamfit's lease would not be continued post 2018.
2016	RCC evaluation of the site at northern end of Lake Monger at TOC's suggestion. Investigations were conducted, and drawings prepared in conjunction with the Rotary Club of Crawley and Dreamfit.	Discussions with the Speech and Hearing Centre revealed the site was an old rubbish tip indicating the soil was contaminated, and that site costs were prohibitive.
2017	RCC prepared a detailed proposal and submitted a design to TOC for the redevelopment and re-purposing of 4 toilet blocks at Alderbury Reserve (Perry Lakes).	Council commissioned a Perry Lakes external impact study to assess the overall use of Alderbury Reserve. Objections from local residents were considered to be too great to be able to achieve success and the Master Plan now issued excludes any mention of the CCS.
2018	November 2018 -TOC proposed the Shed be located in the Lake Monger Recreation Club Precinct. (The current site).	RCC and LMRC accepted this proposal, and signed MOU. TOC has approved the Site.
2018	December 2019 - RCC prepared a proposal and submitted a detailed conceptual design to TOC for the establishment of the CCS at the Lake Monger Site.	Detailed drawings developed by RCC and Andrew Donaldson were presented to TOC. Andrew Donaldson waived his intellectual rights to the design.
2019	January 2019 - The Cambridge Community Shed Inc. was established as a separate entity.	The Cambridge Community Shed Inc. was registered as a Charity with ACNC, and the Board of was formed, and public meeting was held at LMRC to communicate the basis of the project.
2019	January 2019 - The Cambridge Community Shed Inc. in-conjunction with TOC and RCC engaged with LotteryWest to discuss potential funding options.	The meeting led to the TOC obtaining a \$200k grant for the construction of the Shed.
2019	The Board implemented a process to approach organisations to provide funding for the purchase of equipment and to undertake the Shed fit-out.	Celia Hammond MP via the Aust Govt, Perron and Spinifex Foundations, LotteryWest and private members supported our efforts with financial donations.
2019	June – December 2019 - TOC approved the project in principle and engaged Peter Hunt architects to undertake a detailed design of the Shed.	The CCS Board, TOC and architects worked collaboratively throughout the development of the design.
2020	June - TOC called for tenders to construct the Shed	August 2020 - TOC awarded the construction contract to Candor Constructions Pty Ltd

2021	October - Shed Construction commenced	TOC appointed George Putland as Superintendent who worked collaboratively with the Board.
2021	June – TOC officially opened the Shed	Approximately 100 invited guests attended.
2021	July – TOC and Board signed the Shed lease agreement.	The Shed was formally handed over to the Cambridge Community Shed Inc. Board implements the commencement of the Shed fit-out.

**SECTION 2** **GOVERNANCE**

**STRUCTURE & MANAGEMENT**

Cambridge Community Shed Inc. is registered with the Australian Charities and Not-for-profits Commission (ACNC).

**Chairperson’s report**

**Where we are now**

This year, much has changed again, and despite some uncertainty and minor delays arising from the ongoing Covid-19 pandemic outbreak throughout late 2020 and 2021, construction of the Shed commenced in September 2020 and was completed in late May 2021.

With the very substantial (and generous) support of the Councilors and Staff of the Town of Cambridge, and with the support of our financial donors detailed below, the Board and members of the Shed along with the Rotary Club of Cambridge have now completed an 8 year journey and achieved the goal of establishing a Community Shed within the Town of Cambridge.

On the 19<sup>th</sup> June 2021 the lake Monger Community Shed was officially opened by TOC with approximately 100 invited dignitaries and guests. The ceremony included a smoking ceremony to acknowledge the First Nations people of the Lake Monger area.

Since the official opening, financial membership of the Shed has grown to 108, at the date of this report. This membership growth is approximately 10% ahead of Board projections and is very encouraging.

Members, who’s qualifications, trades, experience and employment vocations are extremely diverse, are willing to contribute and participate in Shed busy bees and other activities. Whilst this is early days, this broad cross section of members has helped to create a collegial and friendly environment.

**What Have We Achieved**

During this year, the nature and focus of Shed activities has been to prepare the Shed to take possession of a completed Shed, and to commence the Shed internal fit-out and to implement operations.

There is much to be proud of for the outcomes that have been achieved over the past 12 months. These outcomes relate to activities that have been carried out by the following groups as described below:

**The Town of Cambridge**

TOC have continued to provide significant support for the Shed project, and:

- Awarded the construction contract;

- Appointed a TOC superintendent to oversee the builders works;
- Issued the necessary building permits;
- Agreed to fund the following Shed fit-out activities which were deleted from the original construction scope of work to:
  - Build an internal wall to separate the machine room from the main Shed to attenuate machine noise and minimise dust migration;
  - Purchase and install the dust extraction ducting;
  - Complete the installation of residual electrical wiring to respective woodwork and welding machines;
  - Install welding fume extraction; and
  - Install the Shed purchased dust extraction unit.

### **The Rotary Club of Cambridge:**

RCC has continued to strongly support our endeavours, in particular:

- Raising the profile of the Shed within the community via its weekly meetings, and discussions with their partner organisations;
- Funded all costs associated with the hire and deployment of a second container;
- Initiated the successful application of Commonwealth Government Stronger Communities Grant with the encouragement of the Federal Member for Curtin; and
- Provided the Board with 2 grants to buy machinery.

### **Cambridge Community Shed (Inc)**

The Board have:

- Installed a second container to provide storage for builders residual building materials;
- Purchased and had installed a 15kW solar system;
- Purchased 2 x sliding table saws, 2 x thicknesser planers, a large bandsaw and bobbin sander;
- Purchased 4 x welders, a plasma cutter, safety welding helmets and associated accessories;
- Investigated options for the installation of a dust extraction system, and purchased 7.5kW Micronair dust extraction unit;
- Continued to facilitate fortnightly Shed members meetings, and in August 21 implemented members busy bee sessions on 3 Wednesday morning per month;
- Finalised the Shed lease agreement with TOC;
- Consolidated plans for the shed fit-out and operation of the shed activities;
- Initiated personal accident insurance policy coverage for Shed members;
- Managed the Shed finances and fundraising activities;
- Secured from the ATO Deductible Gift Recipient (DGR) endorsement which will greatly assist our future fundraising endeavours;
- Established a Shed Safety Committee with the responsibility to implement the Shed Safety Management Plan;
- Developed and finalized the Shed Safety Management Plan and associated Shed Induction procedure;
- Developed and issued to TOC the Shed Waste Management Plan;
- Upgraded the LMCS website and associated computing system;
- Implemented a weekly members notification and communication system;
- Commenced the Shed induction of members on Wednesdays prior to busy bee sessions;
- Initiated a technical investigation and risk assessment for the possible installation of a pottery kiln within the Shed; and
- Arranged discounts for members purchases at Bunnings and Carbatec.

### **Members:**

Members have supported the roll out of Shed occupation enthusiastically, even when it required fit-out plans to have to change. Members have;

- Established member education and socialization opportunities on Fridays. The events have included:
  - Photography – learn to use SLR cameras;
  - Pub quiz
  - Presentations e.g. Afghanistan
  - Golf tuition;
  - Biking.
- Removed all materials and equipment from the containers, and then repacked on container with residual builders materials;
- Shared and learnt new skills to:
  - Build workbenches;
  - Glue up and prepare bench tops for future application of finishes;
  - Preparing and cutting all wood materials for the future main workbenches; and
  - Assisting in fabricating of the steel welding workbenches.
- Moved the Shed shelving (several times), and optimised and layout of Shed equipment and materials;
- Three members attended a St John of God's one day first aid course funded by MSWA;
- Six members attended Shed supervisor training at the Claremont Mens Shed;
- Approximately 50 members have completed their general induction (which are ongoing); and
- Two members attended a 2 day Mental Health First Aid course which was funded by Christine Tonkin, State Government Minister for Churchlands;

### **The Lake Monger Recreation Club (LMRC)**

LMRC continue provide excellent support for LMCS including:

- Permitting our periodic meetings to be held at the LMRC premises at no cost;
- Permitting our LMCS board to meet monthly at the LMRC premises at no cost;
- Made available an attractive LMRC social membership offering to all Shed members;
- Allowing us to hold a number of social functions, our AGM and use their bowling greens at minimal cost to CCS; and have
- Bent over backwards to accommodate our flexible meeting schedule.

### **FUND RAISING**

The ongoing Covid-19 pandemic limited access and availability of grants funds from traditional sources during the period, however we were successful in obtaining:

- A LotteryWest grant for the purchase of metal art, welding and pottery equipment;
- A Stronger Community #6 Aust Government Grant which was facilitated by Ceila Hammond;
- 2 RCC grants for equipment; and
- 3 personal grants.

LMCS has also been very fortunate that we received several donations of equipment as follows:

- Bob Meeks has donated his entire private workshop of equipment and materials;
- Ed Mathews with the support of Kelvin Fredericks stored donated equipment at his business in Bassendean at no cost;
- Laila Maithesen donated several woodwork machines;
- Mundaring High School donated 2 lathes and was facilitated by Greg XXXXX;
- Bunnings donated some power tools and consumables;
- Scotch College donated a large format CNC router; and
- The Showgrounds Community Men's Shed donated a band saw, lathe, and numerous clamps

### **MOVING FORWARD**

The key objective for the next 12 months is to ensure that the Shed can operate a functioning Community Shed on a cohesive and financially sustainable basis. To achieve this:

- The Board and members need to identify sustainable revenue raising opportunities by:
  - Visiting other sheds to glean ideas from their projects;
  - Liaise with TOC and MSWA to see if there are community based opportunities;
  - Investigate crowd funding opportunities etc
- Grow Shed membership by 50-60 new members at a pace that is commensurate with our ability to:
  - Fund adequate equipment purchases to ensure members expectations will be met;
  - Train 12-14 supervisors;
  - Technically induct and train all members in the safe use of Shed machines; and
  - Induct new members into the Shed i.e. The General Shed Induction; and
  - Conduct a couple of PR events to raise the CCS profile and build membership;
- Establish operational and capital budgets for the respective Shed functional groups:
  - Woodwork;
  - Metalwork;
  - Craft;
  - Photography; and
  - Gardening
- Clean and calibrate donated equipment, tools and materials;
- Expedite the acquisition of additional machines and tools;
- Train more members in:
  - First aid;
  - Electrical testing of equipment; and
  - Woodwork and welding supervisors; and
- Embed Shed operational procedures and systems with members.

## IN CONCLUSION

Michael Graham, Peter Wagner, Joe Laskowski and Robert Moseley have decided not to continue as a member of the LMCS Board following the AGM on 27 October 2021. On behalf of the Board and members, we wish thank Mike, Peter, Joe and Robert for their insightfulness and contribution to our endeavours during their term as Board members.

We would also like to thank you (as members) very much for your support, work and passion for our Shed.

The Board is very optimistic and confident that the groundwork laid in the past few years has allowed the Shed to become part of a vibrant community hub at LMRC, and to provide the foundation to become an outstanding Community Shed.

It is anticipated the Shed will build capabilities that will promote and foster greater social interaction and inclusiveness between the Shed members and other LMRC members as well as providing excellent opportunities to share knowledge and skills, and will build friendships.

Yours sincerely

**Max Puddey**

Chairman of the Cambridge Community Shed

15 October 2021