

8.13. Review for 2019/20 of the North Sydney Men's Shed Joint Strategic Plan

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ATTACHMENTS:

1. Strategic Plan Review 2020 [8.13.1 - 3 pages]
2. Annual Report 2019-20 [8.13.2 - 8 pages]

PURPOSE:

To report on the annual review of the North Sydney Men's Shed Joint Strategic Plan with Council.

EXECUTIVE SUMMARY:

The Men's Shed Joint Strategic Plan is a joint planning statement by Council and the North Sydney Men's Shed. It is based on the Shed's Strategic Plan 2019-2021 as well as Council's Community, Cultural and Recreational Facilities Policy and program of works. The plan is reviewed annually which is the purpose of this report.

This year, the Men's Shed was required to close 23 March due to a COVID-19 NSW Public Health Order (COVID-19 Restrictions on Gathering and Movement) Order 2020 (30 March 2020). They were able to reopen in June after completing a COVID Safe Plan.

The Shed's supervisors implemented hygiene procedures, social distancing and restricted numbers. A hand sanitation station purchased and installed by Council was appreciated.

Before the advent of COVID-19, the Men's Shed was able to complete a joint project with Council, in which the participants created garden beds for a White Ribbon Day garden located outside the front of Council Chambers.

The Shed also took part in Council's Seniors' Festival Open Day.

FINANCIAL IMPLICATIONS:

Council leases the Shed to the Men's Shed on a peppercorn basis. Council maintains the building. This year equipment replacement and internet access cost \$5,778.00, with the Men's Shed contributing \$4,003.00.

This year, the Men's Shed budget has returned a deficit of \$1,186.00 after a surplus last financial year of \$31.

RECOMMENDATION:

1. THAT the report on the North Sydney Men's Shed 2019/20 review of the Joint Strategic Plan be noted.

LINK TO COMMUNITY STRATEGIC PLAN

The relationship with the Community Strategic Plan is as follows:

4. Our Social Vitality

4.1 North Sydney is connected, inclusive, healthy and safe

4.3 North Sydney supports lifelong learning

BACKGROUND

The Men's Shed in Wollstonecraft has been operating for 12 Years from a building in Smoothery Park which was previously a Scout Hall. The purpose of the Men's Shed is to provide a safe, relaxed and harmonious environment where men can socially interact whilst working with metal or wood. The men work on their own projects as well as projects for the community. This includes completing small repairs for residents.

Implementing the Men's Shed's Governance Policies and Procedures requires a small dedicated Management Committee who volunteer their time. They have done so in 2019-20 under difficult circumstances and are to be congratulated.

CONSULTATION REQUIREMENTS

Community engagement is not required.

DETAIL

The Men's Shed Joint Strategic Plan is a joint planning statement by Council and the North Sydney Men's Shed. It is based on the Shed's Strategic Plan 2019-2021 as well as Council's Community, Cultural and Recreational Facilities Policy and program of works. The plan is reviewed annually which is the purpose of this report.

The Men's Shed was required to close 23 March due to a Covid-19 NSW Public Health Order (COVID-19 Restrictions on Gathering and Movement) Order 2020 (30 March 2020). They were able to reopen in June after completing a COVID Safe Plan.

The Men's Shed supervisors were diligent in implementing hygiene procedures, social distancing and restricted numbers. A hand sanitation station purchased and installed by Council was appreciated.

Due to COVID-19, The Men's Shed budget has returned a deficit of \$1,186 after a surplus last financial year of \$31.

Before the advent of COVID-19, the Men's Shed was able to complete a joint project with Council, in which the participants created garden beds for a White Ribbon Day garden located outside the front of Council Chambers. The Shed also took part in Council's Seniors' Festival Open Day.

Other community projects completed this year were a home-made "Dyson", a conductor's dais for the North Sydney Symphony and dilation gauges which were delivered to the Medical Faculty at UTS.

Due to issues surrounding COVID-19, renewal of memberships has been slow. However, there is a waiting list of applicants keen to join.

North Sydney Men's Shed

Review of the Joint Strategic Plan 2019-20

MANAGEMENT OBJECTIVES	Complies?
<ul style="list-style-type: none"> to manage the centre for community use in accordance with the North Sydney Men's Shed Strategic Plan 2019-21 	Yes
<ul style="list-style-type: none"> to manage the centre in accordance with the overall objectives of Council's Community Strategic Plan 	Yes
<ul style="list-style-type: none"> to manage the centre in accordance with the aims and objectives of Council's Community Centres Policy 	Yes
<ul style="list-style-type: none"> to provide and maintain a high-quality community facility which meets the needs of the local and wider community 	Yes
<ul style="list-style-type: none"> to cater for people with disabilities within the physical constraints of the centre 	Yes
<ul style="list-style-type: none"> to provide for member safety 	Yes
<ul style="list-style-type: none"> to ensure the Strategic Plan is flexible and able to evolve with changing community attitudes 	Yes

North Sydney Men's Shed

Review of the Joint Strategic Plan 2019-20

Specific Goals
<p>a) Further joint projects with Council (e.g. Lost Bird Found; Community Libraries; White Ribbon) Result: We continue to offer our services the council for community based projects of this nature.</p>
<p>b) Continuing support for the Sustainability Centre at the Coal Loader Result: We are at the Sustainability Centre's service as required.</p>
<p>c) Continuing interaction with local community members e.g. "Ned and his Titanic"; sundry furniture repairs for the public, engaging the community and providing positive feedback for the Shed and Council Result: Small repairs for local residents are ongoing with several completed this year already.</p>
<p>d) Maintain a safe, relaxed and harmonious environment for all members Result: This continues to be among our highest priorities, one which is actively pursued.</p>
<p>e) Enter into a Joint Strategic Plan with North Sydney Council Result: We are happy with the Strategic Plan in its current form but are also happy to review it with council if requested.</p>
<p>f) Manage numbers attending on any given day Result: In the COVID-19 era we have strict control of shed attendance, currently set at a maximum of 4 members present at any one time. We maintain a booking system to prevent over-attendance.</p>
<p>g) Utilise the joint Strategic Plan to build relations with Council staff such as the Access and Inclusion Co-ordinator to address any member issues that arise Result: We continue, and are very happy, to work with our Access and Inclusion Co-ordinator in a cooperative and harmonious manner.</p>

North Sydney Men's Shed

Review of the Joint Strategic Plan 2019-20

NOTES ON FINANCES			
Grants	NSC	Other	
	0	0	
Turnover	Year	Income	Expenditure
	2019/20	\$2887.00	\$4073.00
Sustainability	Year	Result	Reserves (Equity)
	2019/20	(\$1803.00)	\$15444.00



North Sydney Men's Shed Inc.

Annual Report 2019/20

Issued 14 August 2020.

1. General

North Sydney Men's Shed (the Shed), situated at 14 Russell St, Wollstonecraft, provides a social environment where men can meet, enjoy refreshment and conversation, and work with wood or metal. Members generally work on their own projects (or not as the mood takes them) and occasionally will be asked to contribute to group projects.

All members are fully trained on all equipment they wish to use by one of five Supervisors who take responsibility for opening and closing the Shed, and for the training, safety and behaviour of members. A strong emphasis is placed on the creation and maintenance of a safe and harmonious environment.

The Shed is strongly supported by North Sydney Council who lease the Shed at a peppercorn rent, and cover its occupation overheads. Otherwise the Shed is self-supporting, with income from membership fees and payments for work covering the costs of working and refreshment consumables, and small equipment repairs and upgrades. The Financial Statements for 2019/20 are attached.

2. COVID 19

The year was significantly impacted by the closure due to COVID 19. The Shed was ordered to close on 23 March and was reopened on 16 June. Members have been slow to renew their subscriptions possibly due to a fear of infection. However, since the committee has capped daily attendance at 4 members, instituted social distancing and hygiene procedures with a Hand Sanitation Station (courtesy of council - thank you), it is thought that the risk of infection is extremely low, and it is expected that the membership will regrow as this becomes apparent. We have a Waiting List of new applicants which we will now interview.

3. Workplace Health and Safety

We are pleased to report that there were no accidents, incidents or near-misses in the year.

4. New Members

Six members were admitted in 2019/20:

Fergus Brown - Fergus is a serving Paramedic (regrettably recently posted to Wellington NSW and no longer with us).

Richard Hall - Richard is a returning past member, who has agreed to reassume his previous role as a Supervisor, taking the total number of Supervisors to five.

Daniel Nazdin - Daniel is a semi-retired architect with cabinet making skills.

Jakub Jacko - Jakub is a returning past member who is a documentary film producer.

Paul Reed - Paul is an ex-IT professional with boat-building experience.

Stewart Hodgson - Stewart worked as a Project Manager prior to his retirement.

5. Projects for Council

The only project completed for council this year has been the White Ribbon garden beds which were installed after last year's report. The Lost Birds Found project in which we would normally become involved was cancelled this year because of the pandemic.

White Ribbon garden beds.

The Shed manufactured two ribbon-shaped frames for council which were then populated with white flowers and placed outside Council Chambers in Miller St.



One of the White Ribbon Garden beds

6. Projects for our Community



Garry's "Dyson" Dust Extractor for the Drop Saw

6 (a) Our home-made "Dyson"

Our Treasurer, Garry Goucher, in breaks between his financial duties, designed and build this vortex dust extractor for the Drop Saw, which emulates the performance of a Dyson Vacuum Cleaner. Works very well, too.

6 (b) More Dilation Gauges

Due to the huge popularity of the Midwifery Dilation Gauge we made last year, there was a repeat order - and a further six were delivered to the Medical Faculty at UTS, once again by Bill Howard.



6 x Dilation Gauges (10mm to 100mm)

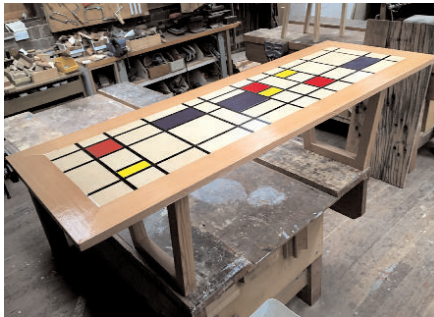
6 (c) Conductor's Dais

When the North Sydney Symphony moved to their latest location it was found that the Conductor did not have a dais (and presumably could not see who was playing the bum note at the back!). So the Shed, in a project led by Bill Howard, made him a new one.



Steven Hilliger, conductor of the North Sydney Symphony Orchestra, enjoying his new Dais.

7. Other Projects by Members



Mondrian Coffee Table - Allen Dodd

(a) A Mondrian-inspired coffee table.

(b) Coffee Table

(c) Pine Sidetable



Coffee Table - Geoff Symonds



Pine Sidetable - Geoff Symonds

8. Equipment Renewals

8 (a) Overhead Drill

Our Overhead Drill, a "foundation member" with 12 years service in the Shed finally reached the stage where repairs were no longer cost-effective. So council very generously purchased a new one for us, for which we are very grateful. One of our members bought the old carcass and is presently working to restore it at home.

8 (b) Refrigerator/Freezer

Our refrigerator/freezer, also a "foundation member", followed the overhead drill into enforced retirement and the new one is splendid. Thanks again to North Sydney Council.

8 (c) Miscellaneous

In addition to the above, other equipment purchases were:

- i) Parts for our “Dyson-style” Dust Extractor.
- ii) Two new Metal Detectors for finding nails etc in recycled timber which would damage our equipment going unnoticed.
- iii) A new industrial grade vacuum cleaner for general cleaning use.

9. Open Day

We held an Open Day in February as part of the North Sydney Seniors’ Week Festival which was very well attended with more than 20 attendees, and from which we secured 3 new members.

All things considered, it was quite a good and productive “three-quarters of a year” for the Shed!

Executive Committee
North Sydney Mens Shed
18 Aug 2020

Appendix A: Financial Statements 2019-20

North Sydney Men's Shed Inc.**Financial Report 2019-20 (1)****Statement of profit and loss**

	2019-20	2018-19
	\$	\$
<u>Income</u>		
Membership Subscriptions (2)	1,815	2,165
Sales	887	1,470
Donations and function receipts	<u>185</u>	<u>190</u>
Total Income	\$2,887	\$3,830
<u>Expenditure</u>		
Workshop hardware	1,744	1,646
Parts & repairs for tools & machinery	796	439
Food, cleaning and amenities	986	983
Sundries, stationery, postage	25	82
Statutory compliance, Insurance, rent	522	649
Total Expenditure	<u>\$4,073</u>	<u>\$3,799</u>
<u>Gross operating margin</u>	<u>-\$1,186</u>	<u>\$31</u>
Capital items		
Re-valuation of machinery, equipment (3)	-	-\$44,364
Depreciation of NSMS tools & equipment (4)	<u>\$617</u>	<u>-</u>
<u>Net profit/ loss</u>	<u>-\$1,803</u>	<u>-\$44,333</u>
Capital Expenditure		
Purchase of tools and machinery (5)	\$323	\$602
Sales of surplus tools and equipment (6)	69	-

North Sydney Men's Shed Inc.
Financial Report 2019-20
Balance Sheet

	2019-20	2018-19
	\$	\$
Assets		
Cash at Bank	9,585	11,162
Petty Cash	104	87
Pre-existing machinery tools & equipment (7)	5,621	5,636
New machinery tools & equipment (8)	<u>254</u>	<u>602</u>
Total Assets	\$15,564	\$17,487
Liabilities		
Current liabilities (9)	120	240
Non-current liabilities	<u>-</u>	<u>-</u>
Total Liabilities	<u>120</u>	<u>240</u>
Net Assets	\$15,444	\$17,247
Members Equity comprised of		
- Retained earnings	<u>15,444</u>	<u>17,247</u>
Total Members Equity	\$15,444	\$17,247

North Sydney Men's Shed Inc.

Financial Report 2019-20

Notes to these accounts

- (1) These accounts are prepared on a cash basis for the period 1/7/2019 to 30/6/2020.
- (2) Membership payments received after the end of the financial year are not included in these accounts. Membership payments for the current membership year of \$620 have been received after 30 June 2020.
- (3) Since 2018-19 an inventory of all machinery equipment and tools has been maintained describing all the significant items of machinery, equipment and tools and whether each item is owned by North Sydney Council or North Sydney Men's Shed Inc. Items of machinery which have been provided by North Sydney Council for the benefit of members and which remain the property of North Sydney Council have been valued for the purposes of insurance but are not included as assets of North Sydney Men's Shed Inc.
- (4) Items of machinery, equipment and tools owned North Sydney Men's Shed Inc. are depreciated each year to account for the loss of value as they deteriorate are superseded, replaced or discarded. This is a non-cash adjustment that does not affect the cash position of the organisation. Depreciation has been calculated at a rate of 10% per annum applied to the value of each item at the start of the financial year
- (5) Expenditure on purchase of tools and machinery is treated as a capital expense and accordingly is excluded from the calculation of net profit. Items purchased in 2019-20 include a dust vacuum and metal detectors.
- (6) Sale of surplus equipment is a capital item and accordingly is excluded from the calculation of net profit.
- (7) Pre-existing items includes the depreciated value machinery, equipment and tools owned by North Sydney Men's Shed Inc. at the start of the financial year.
- (8) This amount includes expenditure on new items of equipment less the amount received from sales of surplus items of equipment
- (9) Current liabilities comprise the refund of an annual subscription as a result of a decision not to accept a membership application in 2018-19. A refund cheque mailed to the relevant party is yet to be presented to the bank.

In the opinion of the Office Bearers of the North Sydney Men's Shed Inc. this financial report presents a true and fair view of the financial position at 30 June 2020 and its performance for the financial year ended on that date.



Allen Dodd (Secretary)

Date: 14/08/2020



Garry Goucher (Treasurer)

Appendix B: Minutes of the Annual General Meeting 2020

North Sydney Mens Shed

Annual General Meeting 2020

Held on 27 August 2020 outside The Mens Shed

at 14 Russell St Wollstonecraft

Minutes

The meeting was opened at 11:00 am by A Dodd, Secretary, acting on behalf of the Chairman T Day.

1. Attendance:

a) Present: 10 members being T Day, A Dodd, G Geary, G Goucher, R Hall, S Hodgson, W Howard, D Nazdin, D Ngan, A Zawadzki.

b) Apologies: N Cassim (proxy to T Day) E Favalessa, J Jacko, P Sambell (proxy to G Goucher), G Symonds.

Attendance of 10 members + 2 proxies = 12 present which constitutes a quorum and the meeting proceeded.

2. Minutes of previous meeting.

Proposed by R Hall, seconded by A Zawadzki that the Minutes of the 2019 AGM be received and approved by the membership. Carried unanimously.

3. A Dodd presented the Annual Report.

Proposed by W Howard, seconded by D Ngan, that the 2019/20 Annual Report be received and approved by the membership. Carried unanimously.

4. G Goucher presented the Annual Financial Report 2019/20.

Proposed by W Howard, seconded by G Geary, that the Annual Financial Report 2019/20 be received and approved by the membership. Carried unanimously.

5. Office Bearers for 2020/21.

Nominations of T Day for President, G Goucher for Treasurer and A Dodd for Secretary were received. There being no further nominees these appointments to office were confirmed.

6. Other Business.

Proposed by R Hall, seconded by G Geary, that a motion of appreciation be passed to thank North Sydney Council for their continued and invaluable support at both a financial and administrative level. Carried unanimously.

There being no further business the meeting was closed at 11:25 am.