



Kingborough

Kingborough Community Halls Strategy



2021 -2026

1. Executive Summary:

The purpose of this strategy is to provide a framework for the ongoing maintenance and upgrade of Council's community halls. There are 16 community halls within the Kingborough Municipal Area that fulfill a range of community needs. These facilities need the community to make them work – not only through events and activities but through local management. Council recognises the important contribution that community members and volunteer groups make to these halls a focal point of social interaction and a source of pride and local identity.

In order to ensure the ongoing viability of community halls, it is necessary that they be maintained to current standards and upgraded (where necessary) to ensure that they are able to meet contemporary expectations in regard to their functionality and amenity. The process adopted in this strategy for assessing the extent to which Council's halls are meeting the needs of local communities included:

- i) A survey of Hall Management Committees to ascertain usage levels, issues of concern and upgrading needs;
- ii) For halls directly managed by Council, consultation with user groups to assist with the identification of issues and required future upgrades; and
- iii) An assessment by a Building Surveyor to identify the condition of each building, compliance with current standards, defects and maintenance requirements.

The key findings of the above assessments can be summarised as follows:

- i) Council's halls are well utilised, with most used at least three times per week;
- ii) Despite their age, the majority of halls are rated as being in good condition;
- iii) There is a need for the development of scheduled maintenance routines;
- iv) Provision of compliant disability access is a priority across all halls;
- v) Kitchen and toilet facilities are the most common elements in need of upgrading;
- vi) User groups have identified the replacement of dated heating systems as a priority; and
- vii) Hall Management Committees are keen to pursue energy efficiency initiatives to improve thermal regulation and lower power costs.

The recommended actions outlined in this strategy relate both to operational maintenance and capital upgrades. The maintenance issues identified within the Building Condition Assessment Report have been provided to Council's Building Maintenance Unit to address as part of their annual schedules. Some of these items (eg roof and floor replacements) will require future capital allocations. These have been prioritised along with identified capital upgrade projects to provide a schedule of works over the next five years. There is the potential that some of these works may be externally funded through grant opportunities (eg installation of solar panels).

2. Introduction and Strategic Context:

Community halls are not just buildings. They provide a range of services and opportunities for people to come together to gather, connect, participate, learn, share and help each other. These facilities are used for many different activities including community events, art exhibitions, recreational activities, playgroups, birthdays, markets, information sessions and more. Some of these facilities hold significant historical interest and memories of generations of local families dating back over 100 years. Some of Council's halls were constructed as war memorials and showcase honour boards listing the names of service men and women from the local area, whilst others have historical significance and are listed on the Tasmanian Heritage Register.

Council's Strategic Plan 2020 – 2025 has as its core vision that "our community is at the heart of everything we do". For many residents, their local hall is the heart of their community and plays a crucial role in building social connectivity and local identity. The provision of community halls fulfills many of the desired strategic outcomes identified in this plan, including:

1.1 A Council that engages with and enables its community;

1.2 An inclusive community that has a strong sense of pride and local identity;

1.3 A resilient community with the capacity to flourish; and

1.5 An active and healthy community, with vibrant, clean local areas that provide social, recreational and economic opportunities;

This strategy aims to meet one of the strategic outcomes identified under Key Priority Area 2 (Deliver quality infrastructure and services) being:

2.3 Community facilities are safe, accessible and meet contemporary standards.

Other strategic and policy documents relating to the development of the Kingborough Community Halls Strategy include:

- Kingborough Public Toilet Strategy;
- Long Term Financial Plan;
- Asset Management Strategy; and
- Kingborough Access Policy

3. Management Arrangements:

Ten of Council's Halls are managed by Hall Management Committees which are made up of volunteer community members and constituted as Special Committees of Council under Section 24 of the *Local Government Act, 1993*. The Kingston Community Centre (formerly known as the Senior Citizens Hall) is leased, as is the Barnes Bay CWA Hall. The respective lessees have full autonomy over the management of these facilities, including the setting of hire fees. The Middleton Hall is managed under a contractual agreement with the South Channel Ratepayers Association who in effect operate as a management committee without being a formal committee of Council. The Kingston Beach, Blackmans Bay, Margate and Sandfly Halls are directly managed by Council, with bookings taken through the Customer Services team.

Hall Management Committees operate under Terms of Reference endorsed by Council and are provided with an Operating Manual to assist in the understanding of their responsibilities. A maximum of 11 members are appointed by Council to each committee for a term of two years and elect their own chairperson, secretary and treasurer. The primary role of the committee is to oversee the operations of the hall including taking bookings, issuing keys and arranging cleaning. Hire fees are set by Council and cannot be altered without Council's approval. All income derived from hall hire and any fundraising activities is retained by the Hall Management Committee and used to meet the operating expenses for the hall, including power, cleaning, consumables and minor maintenance. At the end of each financial year committees are required to provide their financial information to Council for auditing.

4. Maintenance & Upgrading:

Apart from minor maintenance work, Council takes full responsibility for maintaining community halls. Committees do not have the authority to engage tradespersons to undertake maintenance work and are required to seek prior approval from Council before undertaking any major voluntary maintenance projects. Council's annual budget allocation for hall maintenance and cleaning is \$200,000. This excludes any expenditure on upgrades that are funded from the capital account (generally for projects in excess of \$5,000). Capital projects associated with hall upgrades are subject to a competitive bid process involving the preparation of a business case and risk assessment. Hall Management Committees can apply for external funding for capital upgrades subject to approval from Council.

Council does not have the resources to maintain every asset to the same level of service. Placing the asset within a hierarchy and assigning different levels of service to each level of the hierarchy (based upon importance in terms of such things such as age, replacement costs, income, function, etc.) enables Council to more easily resource the particular asset class. This means that the higher order assets attract greater resource because they carry greater risk and are of greater importance to the community. They may have shorter lead times to intervention to repair, maintain or renew the asset. Whereas assets that sit lower down the asset hierarchy, do not carry the same level of importance and lead times to intervention may be greater.

Council's Building Maintenance Unit undertakes regular inspections of each hall in accordance with the following schedule:

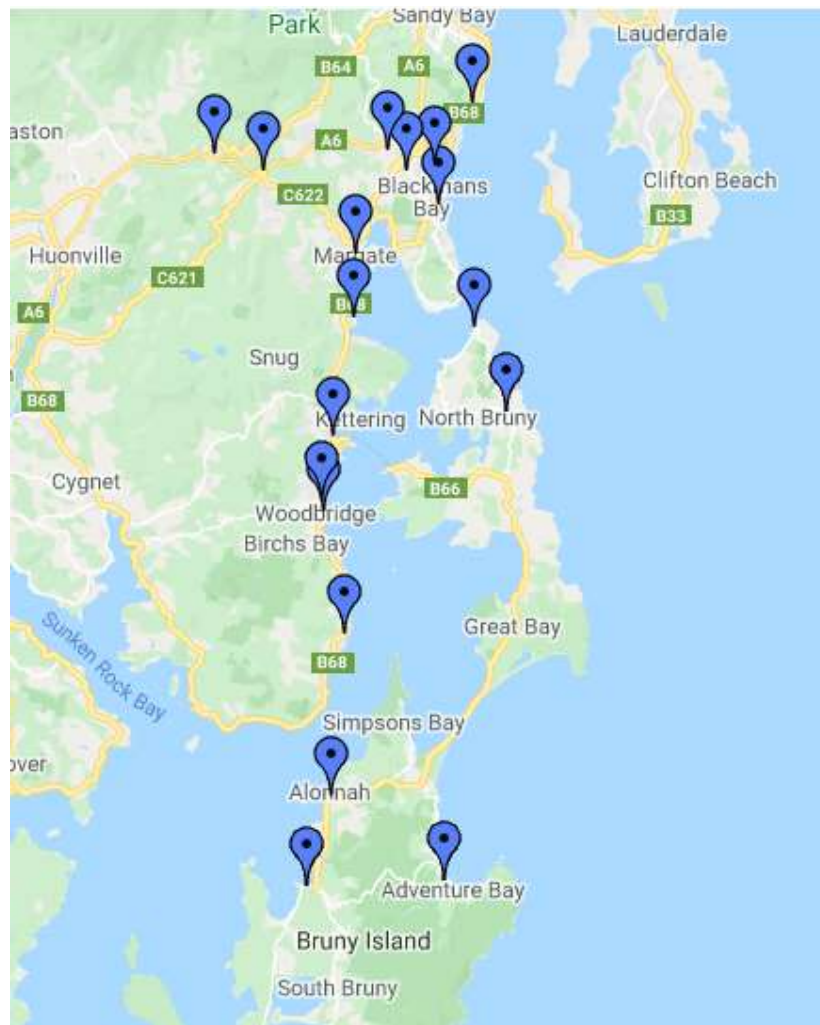
- a) **Essential building services and safety features** - these are generally undertaken every three months to capture compliance with regulations relating to safety features of the building
- b) **Condition assessments** - typically undertaken every three years to capture the useful life and remaining life of the building assets and components such as the roof and floors
- c) **Reactive maintenance** - annual inspections to assess damage, condition and general wear and tear. This inspection can trigger renewal or refurbishment works. This work would be programmed either immediately or as future works depending on the outcome of a risk assessment.

5. Insurance:

Council provides insurance cover for all of its halls (including fittings and fixtures). This cover does not extend to items stored in the hall belonging to user groups. Hall Management Committees are covered for public liability insurance under Council's policy, as well as personal accident and injury insurance arising from incidents directly associated with the activities of the committee. Council has an additional insurance policy to provide public liability insurance cover to casual hirers. Under this policy, any uninsured group or individual using a Council owned hall is provided with public liability insurance cover for a maximum of 12 uses per year. Any group that hires a hall more regularly than once per month is not covered by Council's insurance policy and should carry their own insurance.

6. Location:

Council's community halls are well spread throughout the Municipal Area as shown in the following map:



In addition to these facilities, there are a number of Scout and Guide Halls, some of which are available for hire or use for community activities. In Kingston, the recently constructed Community Hub includes a multi-purpose hall and meeting rooms that can be hired for a wide range of purposes

7. Usage:

The extent to which halls are utilised is an important factor in determining an asset hierarchy that is linked to service levels. Usage rates have been determined from bookings and information received from Hall Management Committees via survey forms. The following table outlines the level of use for each of Council's community halls:

Usage Rate	Facility
High (daily)	<ul style="list-style-type: none">• Kingston Beach Hall• Blackmans Bay Hall• Taroona Hall• Kingston Community Centre
Medium (3-5 times per week)	<ul style="list-style-type: none">• Margate Hall• Kettering Hall• Snug Hall• Middleton Hall• Alonnah Hall• Woodbridge
Low (3-5 times per month)	<ul style="list-style-type: none">• Dennes Point Hall• Lunawanna Hall• Adventure Bay Hall• Barnes Bay Hall• Sandfly Hall• Longley Hall

8. Rationalisation:

Over the years, a number of reviews of Council's community halls has been undertaken during which the rationalisation of the number of facilities has been proposed. In 1994, Council resolved to keep under review the performance of the committees managing both the Woodbridge and Lower Longley halls due to low usage rates. It was also proposed at this time that the Barnes Bay Hall be sold given its proximity to the Dennes Point Hall and the small resident population on North Bruny Island. Following resistance to this proposal from the local community, Council agreed in 1996 to lease the facility to the Country Womens Association for a 25 year period for the purpose of conducting meetings and social functions of the North Bruny Branch of the CWA.

Included within the terms of a lease was a clause requiring the lessee to be responsible for all interior and exterior maintenance, failing which, "Council will exercise an option to sell the property". Inevitably, the upkeep of the building has proven to be beyond the capacity of the local CWA members and Council has contributed to both maintenance and upgrades during the term of the lease. The CWA has an option to renew the lease "for a further period to be negotiated from 1 July 2021". Council will need to give consideration to the future management options for this facility in the lead up to the expiration of the current lease.

Council's 1997 Recreation, Sport and Open Space Plan recommended that:

One existing hall per local community generally, should be retained as one of the core service levels Council provides for rural areas, where local community groups or a committee is formed to oversee use and management. Where two halls exist in the one community: such as Woodbridge (Westwinds Community Centre and hall) Council should investigate alternative uses for one (eg, accommodation); or the leasing of the hall to other community groups, allowing public hire at agreed rates.

In 1999, it was noted that both the Woodbridge and Longley Halls had active management committees and that the usage of these respective facilities had increased to an acceptable level. The Woodbridge Hall Management Committee has continued to remain strong since this date and usage levels indicate that the facility plays an important role in the life of the local community that is distinct from the role played by the Westwinds Community Centre. Whilst the usage of the Longley Hall has remained low, it is well supported in terms of representation on the management committee and it is evident that the facility is important to the local community.

In 2003, a staff report to Council recommended the sale of the Dennes Point Hall on the basis that it was rarely used and in poor condition. Council resolved to undertake community consultation in relation to the future of the hall and subsequently decided to retain the facility and seek external funding for its upgrading. In 2004, a proposed lease to the Returned and Services League of Australia (Tasmanian Branch) was entertained but not pursued and the following year, Council agreed to support a proposal from the management committee for the development of a business plan for the facility that included a vision for a café, shop and art gallery adjoining the main hall. This proposal came to fruition in 2009 with the completion of the Dennes Point Community Centre.



The Jetty Café - Dennes Point

Rationalisation of Council's halls is not considered justifiable at this point in time, with all facilities currently used and supported by their local communities. Ongoing monitoring of usage rates should continue but unless there is a significant decline in support for a facility, the status quo in terms of retention of the number of facilities is considered appropriate.

9. Implementation:

9.1 Operational Works

The Building Condition report prepared by Optimus Building Surveyors (Appendix 1) has provided specific recommendations for each hall that can be used to inform the maintenance schedule for Council's Building Maintenance Unit over the next few years. The majority of requests from Hall Management Committees relate primarily to maintenance items and it is evident that this has been an area of under investment by Council over a period of time. As with the recommendations for the Kingborough Public Toilet Strategy, the development of a proactive building maintenance schedule for Council's halls would be most beneficial.

9.2 Capital Works

Where the scope of required upgrades falls outside of the realms of Council's Building Maintenance program, capital funding will be required. Given that it is not possible to undertake all of the desired capital upgrades in one year, it is necessary to undertake these as part of a schedule of progressive works program over a number of financial years. The implementation schedule in Appendix 1 has been prepared with priority given to works that relate to:

- i) Public safety;
- ii) Accessibility standards;
- iii) Structural integrity;
- iv) Usage rates; and
- v) Community benefit.

9.3 Externally Funded Projects

There is the potential for some of the above projects to be funded via grant programs. The Woodbridge Hall Management Committee was successful in securing funding to upgrade their kitchen in 2019 and an upgrade of the Senior Citizens Hall was undertaken with the assistance of grant funding in 2018. A number of Hall Management Committees have expressed a desire to install solar panels as a means of reducing power costs on their respective facilities. There is the potential that this could be funded through a targeted grants program. However, it should be noted that solar panels are only of benefit on facilities that have a high level of usage during daylight hours. Most of Council's halls receive the majority of their usage during the evening and until such time as battery storage becomes financially viable, the business case for the installation of solar panels does not stack up.

10. Facility Details:

9.1 Adventure Bay Hall



Address – 8 Kellaway Street, Adventure Bay, Bruny Island

Description – Weatherboard building constructed in 1950 with a corrugated roof. Contains main hall, stage, kitchen and meeting room.

Management – Management Committee

Usage – Used on average twice per week for the following purposes playgroups, meetings and concerts.

Current Condition – Most elements of the building were assessed as either good or very good condition. The one issue itemised as being in poor condition was the roof at the rear of the building and shingles above the exit door.

Issues – Issues identified by the Hall Management Committee were sealing the carpark, replacement of gas heaters to heat pump, insulation in the roof and solar panels.

Recommendations:

Maintenance:

1. Address the maintenance items as per Optimus Building Surveyors report (roof, shingles and painting)

Capital Works:

1. Replacement of gas heating system with heat pumps
2. Sealing of carpark
3. Installation of energy efficiency initiatives (solar and insulation)

9.2 Bruny Island Community Centre (Alonnah)



Address – 14 School Road, Alonnah, Bruny Island

Description – Architecturally designed building constructed in 1975 with brick and timber and colorbond roof.

Management – Management Committee (bookings through Council Bruny Island Service Centre).

Usage – Used on average twice a week for badminton and table tennis with the occasional meeting or art exhibition. The community library is also located in the hall and opened several days a week.

Current Condition – The facility is rated as being good to very good and has recently been upgraded via a state government grant.

Issues – With the completion of the recent upgrading works, there are only minor maintenance issues to be addressed.

Recommendations:

Maintenance:

1. Address the maintenance items as per Optimus Building Surveyors report (doors and walls)
2. Re-oil external timber walls
3. Relocate cleaning supply cupboard
4. Repair leaks in roof and guttering

Capital Works:

1. Upgrade toilet facilities to meet disability access standards.

9.3 Blackmans Bay Hall



Address – 24 Ocean Esplanade, Blackmans Bay

Description – Concrete block building with corrugated iron roof. Contains a main hall, stage, kitchenette and meeting room.

Management – Council direct management.

Usage – Used on a daily basis for a wide range of community activities.

Current Condition – Most elements of the building are rated in either fair or poor condition.

Issues – the building is showing signs of age with cracking to the block work, subsidence to the floor in the stage area and water damage to the carpet and floor of the meeting room.

Recommendations:

Maintenance:

1. Address the maintenance items as per Optimus Building Surveyors report (walls, ceilings and floors)

Capital Works:

1. Address the subsidence issues pending outcome of investigations
2. Roof replacement

9.4 Dennes Point Hall



Address – 18 Bruny Island Main Road, Dennes Point, Bruny Island

Description – Main hall is block with a corrugated iron roof. Attached to the hall is a café and gift shop constructed of timber.

Management – Management Committee

Usage – Used on average twice per week for the following activities yoga, badminton, music and the occasional meeting.

Current Condition – The majority of the building elements are rated in good condition.

Issues – The side entrance to the hall requires updating as it is not easy to identify and is required when the café is closed.

Recommendations:

Maintenance:

1. Address the maintenance items as per Optimus Building Surveyors report (blockwork investigation and windows)

Capital Works:

1. Upgrade of side entrance

9.5 Kettering Hall



Address – 2963 Channel Highway, Kettering

Description – Brick building with corrugated iron roof constructed in 1940 and contains a main hall, stage, kitchen and meeting room

Management – Management Committee

Usage – Used regularly during the week for a range of activities such as exercise classes, meetings, birthdays and concerts.

Current Condition – most elements of the building are rated as either good or very good.

Issues – the two highest priority issues are the lack of a compliant disability access toilet inside the hall and the need to upgrade the kitchen.

Recommendations:

Maintenance:

1. Address the maintenance items as per Optimus Building Surveyors report (exit doors and plumbing in the male toilets).

Capital Works:

1. Compliant disability access toilet inside the hall
2. Kitchen upgrade
3. Floor replacement

9.6 Kingston Beach Hall



Address – 20 Beach Road, Kingston

Description – Brick building with corrugated iron roof contains main hall, stage, kitchen, meeting rooms and gallery.

Management – Council direct management.

Usage – Used on a daily basis for a wide range of community activities.

Current Condition – The building is rated as being in good condition except for windows, doors, and toilets that are rated fair.

Issues – The disability access toilet is non-compliant, the front ticket room is currently used for storage but is in poor condition and better use could be made of this space.

Recommendations:

Maintenance:

1. Address the maintenance items as per Optimus Building Surveyors report (doors and windows)

Capital Works:

1. Compliant disability access toilet
2. Upgrade of ticket room
3. Disability access to gallery space

9.7 Lower Longley Hall



Address – 9 Hovingtons Road, Lower Longley

Description – Weatherboard building with corrugated iron roof contains main hall, kitchen, meeting room and mezzanine floor.

Management – Management Committee

Usage – Used monthly for meetings, birthdays parties, markets and information sessions.

Current Condition – the building is rated as being in fair condition with some elements being rated as poor (ceilings and external paths).

Issues – the hall is dated and it is questionable as to whether its design is suitable for the current and future needs of the community. However, there is currently no consensus as to whether the facility should be refurbished or replaced.

Recommendations:

Maintenance:

1. Address the maintenance items as per Optimus Building Surveyors report (ceilings, doors and paths).

Capital Works:

1. Refurbishment or replacement pending further consultation with the Hall Management Committee and local community.

9.8 Lunawanna Hall



Address – 4600 Bruny Island Main Road, Lunawanna, Bruny Island

Description – timber building constructed in 1920 with a corrugated iron roof contains main hall, stage, kitchen and meeting room. External toilets (renewed in 2019).

Management – Management Committee

Usage – Used on average of twice a week for dance classes, meetings and other times during the year for concerts and jamborees.

Current Condition – The building is rated as being in good condition.

Issues – The gravel carpark is the major issue of concern to the Hall Management Committee.

Recommendations:

Maintenance:

1. Address the maintenance items as per Optimus Building Surveyors report (disability access and general maintenance)

Capital Works:

1. Sealing of the carpark
2. Construction of a deck on the water side

9.9 Margate Hall



Address – 1744 Channel Highway, Margate

Description – Brick building constructed in 1930 with a new colorbond roof contains main hall, stage, kitchen and meeting room.

Management – Council direct management.

Usage – Used six times a week for classes and occasionally for meetings

Current Condition – Most elements of the building are rated as being in good condition with the exception of windows, doors and the stage floor.

Issues – The toilets are in poor condition and there is no compliant disability access facility. The external ramp to the hall is also non-compliant.

Recommendations:

Maintenance:

1. Address the maintenance items as per Optimus Building Surveyors report (entrance landings and windows).

Capital Works:

1. Toilet upgrade as per Toilet Strategy
2. Main entrance access ramp

9.10 South Channel Community Hall (Middleton)



Address – 21 McDowell Street, Middleton

Description – Concrete block building constructed in 1972 with a corrugated iron roof contains main hall, kitchen and meeting room.

Management – Managed under contract by South Channel Ratepayers Association.

Usage – Used several times a week for a variety of community activities.

Current Condition – The building is rated as being in good condition with the exception of some minor maintenance required on doors and walls.

Issues – The majority of issues raised by the management authority relate to maintenance issues.

Recommendations:

Maintenance:

1. Address the maintenance items as per Optimus Building Surveyors report some minor works need to be completed (doors and footpaths to building).

Capital Works:

1. Upgrade of internal toilet facilities

9.11 Sandfly Hall



Address – 811 Sandfly Road, Sandfly

Description – Weatherboard building with a corrugated iron roof contains hall, stage, kitchen and meeting room.

Management – Council direct management.

Usage – Used monthly for a community market.

Current Condition – The building is rated as fair and good condition with some elements rated as poor.

Issues – The building is showing its age and many elements need upgrading (kitchen, toilets, roof, floor and external access).

Recommendations:

Maintenance:

1. Address the maintenance items as per Optimus Building Surveyors report (side door, gutter clean, not fully disability compliant, chimney inspection)

Capital Works:

1. Roof, sub floor/foundations
2. Toilet facilities
3. External access
4. Kitchen upgrade

9.12 Snug Hall



Address – 62 Beach Road, Snug

Description – Weatherboard building with a corrugated iron roof contains main hall and kitchen.

Management – Management Committee.

Usage – Used weekly for a range of community activities.

Current Condition – Most of the elements of the building are rated in fair condition.

Issues – Most elements of this facility require upgrading. The Hall Management Committee has requested that Council give consideration to solar panels and replacement of the heating system. The roof is scheduled for replacement in the 2020/21 financial year.

Recommendations:

Maintenance:

1. Address the maintenance items as per Optimus Building Surveyors report (windows, main door push bars and no disability access at entrance).

Capital Works:

1. Kitchen upgrade
2. Heating system upgrade

9.13 Taroona Hall and Cottage



Address – Nubeena Crescent, Taroona

Description – Brick building with corrugated roof contains main hall, stage, kitchen and RSL Office. Adjoining Cottage is a weatherboard building with a corrugated iron roof and contains several meeting rooms.

Management – Management Committee

Usage – Both facilities are used frequently during the week for a range of community activities

Current Condition – Overall the facilities are rated as being in good condition with some general maintenance required on windows and doors. There are some cracks evident in the brick work that have been assessed by an Engineer and found to be of minor concern.

Issues – Council has worked with the Taroona Hall Management Committee and other main stakeholders to develop a Masterplan that addresses the current issues associated with the facility and incorporating desired future upgrades.

Recommendations:

Maintenance:

1. Address the maintenance items as per Optimus Building Surveyors report.

Capital Works:

1. As identified in Taroona Hall Masterplan.

9.14 Woodbridge Hall



Address – 3445 Channel Highway, Woodbridge

Description – Weatherboard building constructed in 1983 with a corrugated roof contains main hall, stage, kitchen and meeting room.

Management – Management Committee

Usage – Used 2-3 times a week for meetings, movie nights, birthday parties, markets and the occasional wedding.

Current Condition – Overall the building is rated as being in fair condition except apart from the kitchen which was recently upgraded. An upgrade of the toilets and front porch is being undertaken in the current financial year along with the replacement of the roof.

Issues – The two main issues for the Hall Management Committee are the toilets and roof, both of which are being addressed in the 2020/21 financial year. Future projects include the provision of a deck on the northern side of the building and improved carparking.

Recommendations:

Maintenance:

1. Address the maintenance items as per Optimus Building Surveyors report (chimney, accessibility at entrance, windows and entry door)

Capital Works:

1. Heating upgrade
2. Deck on the northern side (subject to tree removal)

9.15 CWA Barnes Bay Hall



Address – 678 Bruny Island Main Road, Barnes Bay, Bruny Island

Description – Weatherboard building constructed in 1974 with a corrugated iron roof.

Management – Leased by the Barnes Bay Country Womens Association (CWA).

Usage – Used rarely for meetings and gatherings.

Current Condition – Overall the facility is rated in good condition.

Issues – Current lease conditions state that if the building is not properly maintained, then Council reserves the right to sell it.

Recommendations:

Maintenance:

1. Address the maintenance items as per Optimus Building Surveyors report (general maintenance schedule) in accordance with lease conditions.

Capital Works:

1. Nil

9.16 Kingborough Community Centre (Senior Citizens Club)



Address – 35 Redwood Road, Kingston

Description – Brick building constructed in 1978 with a corrugated iron roof contains main hall, kitchen and meeting rooms. Meals on Wheels is also located in part of the building.

Management – Leased by the Senior Citizens Club.

Usage – Used frequently during the week by a range of community groups.

Current Condition – Overall the facility is rated in good condition.

Issues – In recent years Council has assisted with the upgrade of the kitchen, heating and flooring in the building. The Senior Citizens Club (the lessee) has not identified any upgrading needs.

Recommendations:

Maintenance:

1. Address the maintenance items as per Optimus Building Surveyors report (facias, walls, ceiling in kitchen and areas in the Meals on Wheels room) in accordance with lease conditions.

Capital Works:

1. Address accessibility access

11. Implementation Program:

10.1 Operational

The Building Condition report prepared by Optimus Building Surveyors has provided specific recommendations for each hall that can be used to inform the maintenance schedule for Council's Building Maintenance Unit over the next few years. The majority of requests from Hall Management Committees relate primarily to maintenance items and it is evident that this has been an area of under investment by Council over a period of time. As with the recommendations for the Kingborough Public Toilet Strategy, the development of a proactive building maintenance schedule for Council's halls would be most beneficial.

10.2 Capital Works

Where the scope of required upgrades falls outside of the realms of Council's Building Maintenance program, capital funding will be required. Given that it is not possible to undertake all of the desired capital upgrades in one year, it is necessary to undertake these as part of a schedule of progressive works program over a number of financial years. The following schedule has been prepared with priority given to works that relate to:

- vi) Public safety;
- vii) Accessibility standards;
- viii) Structural integrity; and
- ix) Community benefit (including usage rates).

The costs listed are estimates, with detailed costings to be determined following resolution of the design and scope of works for the respective facilities in the lead up to each financial year.

Financial Year	Works	Cost Estimate
2021/2022	Adventure Bay Hall electrical upgrade Longley Hall Masterplan development Margate Hall accessibility toilet and access ramp Taroona Hall Masterplan implementation (Stage 1) Total	\$10K \$20K \$120K \$100K <u>\$250K</u>
2022/2023	Sandfly Hall roof replacement Adventure Bay Hall floor replacement Kettering Hall accessibility toilet Sandfly Hall foundations Total	\$60K \$30K \$100K \$60K <u>\$250K</u>
2023/2024	Adventure Bay Hall roof replacement Blackmans Bay Hall accessibility toilet Kingston Beach Hall toilet upgrade Kettering Hall kitchen upgrade Middleton Hall toilet upgrade	\$40K \$100K \$10K \$40K \$10K

	Snug Hall heating upgrade Dennes Point Hall side entry Alonnah Hall Toilet upgrade Total	\$10K \$15K \$25K <u>\$250K</u>
2024/2025	Longley Hall redevelopment Total	\$250K <u>\$250K</u>
2025/2026	Kingston Beach Hall roof replacement Kettering Hall floor replacement Adventure Bay Hall carpark seal Lunawanna Hall carpark seal Woodbridge Hall carpark Total	\$100K \$40K \$35K \$50K \$25K <u>\$250K</u>

Appendix 1

Asset Management

Kingborough Community Halls Condition Report

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Introduction

The purpose of this report is to assist the Kingborough Council with the development of the Kingborough Halls Strategy. The management and maintenance of the halls will ensure the longevity of each building and provide the community with quality meeting spaces.

An inspection and assessment of each building has been carried out and the results have been described in this report, including details of minor and major defects, recommendations for maintenance and overall condition of the building.

This report is issued subject to the scope, exclusions and definitions as set out in this document.

Condition Ratings & General Definitions

Poor - The asset is in poor condition, deteriorated surfaces require significant attention, services are functional but are failing often.

The item or area inspected requires significant repairs or replacement and may be in a badly neglected state due to age or lack of maintenance, deterioration or not finished to an acceptable standard of workmanship.

Fair - The asset is in average condition, deteriorated surfaces require attention, services are functional but require attention.

The item or area inspected exhibits some minor defects, minor damage or wear and tear, may require some repairs or maintenance.

Good - The asset exhibits superficial wear and tear, minor defects, minor signs of deterioration to surface finishes, but does not require major maintenance, no major defects exist.

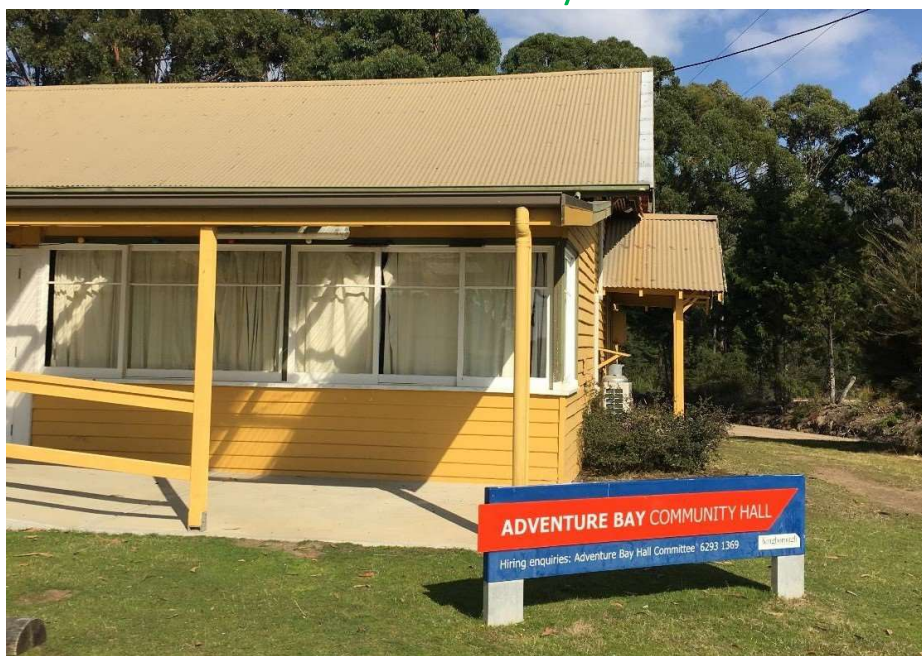
The item or area inspected appears to be in serviceable and/or sound condition without any significant visible defects at the time of inspection.

Very Good - The asset has no defects; appearance is as new. Maintained at a good general standard.

The item or area inspected appears to be in as new condition without any significant visible defects at the time of inspection.



Adventure Bay Hall



Address: 5 Kellaway Road Adventure Bay

BUILDING RATING

Building Item	Very Good	Good	Fair	Poor
External Building Elements				
Roof, Gutters & Downpipes, Facias, Bargeboards & Eaves				x
External Walls			x	
External Stairs & Ramps	n/a			
Carparking	x			
Building Access	x			
Internal Building Elements				
Ceilings			x	
Walls			x	
Floors		x		
Windows		x		
Doors		x		
Kitchen		x		
Sanitary Facilities		x		
Stage			x	
Fire Services				
Extinguishers/Blankets	x			
Exit Signage	x			



External

Roof, gutters, fascias etc

It appeared that the lean-to and entrance porch had been fitted with new gutters and downpipes recently and these were still in good condition. The condition at the rear of the building was poor and repair will be required. The roof to the rear of the building was in poor condition with some dips in the sheeting which may lead to future problems.

The shingles to the side of the building above the exit door were in poor condition and require replacement.

Walls

The weatherboards to the exterior of the building were in good condition around the front of the building, however the sides and rear of the building were in fair condition. General maintenance is recommended.

Building Access & Carparking

There were no designated disabled carparking spaces however there was a large gravel area in front of the building.

The path from the carparking area to the main building entrance was via a level gravel path, onto a concrete porch leading to the main door.

Internal

Walls, Ceilings & Floors

Internal paint was in fair condition and showing signs of normal wear and tear.

The floor was uneven and bouncy throughout the main hall area however it did appear to be performing adequately and is expected for the time of construction.

Windows

Windows throughout the building appeared to be quite old and some of the windows had been boarded up in the main hall area. The timber frames will require regular maintenance. No windows appeared to be cracked.

Doors

The designated exit door located to the side of the building was fitted with a functioning pushdown bar. There was a step to the door that exceeds the maximum allowable threshold height.

The main entrance door was not fitted with a compliant pushdown bar however it did provide level access to the building.

Kitchen

The kitchen was in good condition, well maintained and appears to be used frequently.



Sanitary facilities

Sanitary facilities were located externally and the following was provided;

	<i>Pan</i>	<i>Urinal</i>	<i>Basin</i>	<i>Baby Change</i>
<i>Female</i>	3		2	1
<i>Male</i>	2	2	2	
<i>Disabled</i>	1		1	

These appeared to be in good condition and well maintained. Braille signage has been installed where required.

Stage

The stage floor needs repair as some of the floorboards were loose or damaged, the condition is fair.

Fire Services

There was a non-compliant exit sign to the side of the stage which should be removed as soon as possible, the sign is currently misleading and directs occupants to a blocked exit.

Exit signage has been provided to the main exit door and was functioning at the time of the inspection.

Fire extinguishers and fire blankets were installed in the building and regular tagging and testing is being carried out.

Disability

Generally, the building did have some accessible features and facilities however it was not fully compliant with the current Australian Standard. Compliant sanitary facilities were available and level access to and within the building had been achieved. Only minor elements, such as door circulation spaces and door furniture were non-compliant.

Other

The rear storage room was not accessible at the time of the inspection.

There was a main switchboard adjacent to the exit and several electrical cables were exposed. This poses a safety concern given the likely occupants of the building. It is suggested these are protected to avoid potential injury.



Alonnah Hall



Address: 14 School Road Alonnah

BUILDING RATING

BUILDING RATING				
Building Item	Very Good	Good	Fair	Poor
External Building Elements				
Roof, Gutters & Downpipes, Facias, Bargeboards & Eaves	x			
External Walls	x			
External Stairs & Ramps	x			
Carparking		x		
Building Access	x			
Internal Building Elements				
Ceilings	x			
Walls	x			
Floors	x			
Windows	x			
Doors			x	
Kitchen	x			
Sanitary Facilities		x		
Stage	n/a			
Fire Services				
Extinguishers/Blankets	x			
Exit Signage	x			



External

Roof, gutters, facias etc

The roof was in very good condition and appears to be well maintained. Upkeep maintenance is recommended with no significant work expected in the near future.

Walls

External cladding was in very good condition and does not appear to be showing signs of defects. General maintenance is recommended.

Building Access & Carparking

There were no designated carparking spaces however there was a large sealed area in front of the building.

The path from the carparking area to the main building entrance was via a sealed path and compliant access ramp.

Internal

Walls, Ceilings & Floors

Interior walls and floor are of timber construction and were in very good condition, general maintenance is recommended with no expected major works in the foreseeable future.

New acoustic panels had been installed to the ceiling.

Windows

Very good condition, no works required other than general maintenance.

Doors

The main exit doors were fitted with pushdown rails however they were not functioning as intended and maintenance is required – doors catch when opened together.

The exit in the library area was blocked with furniture and should be cleared as soon as possible. There was an additional exit to this area however the blocked exit is a required exit.

Kitchen

The kitchen was in very good condition, well maintained and appears to be used frequently.

Sanitary facilities

The sanitary facilities were accessed through a narrow corridor and could also be accessed externally. The following was provided;

	<i>Pan</i>	<i>Urinal</i>	<i>Basin</i>	<i>Shower</i>
<i>Female</i>	3		2	1
<i>Male</i>	2	2	2	1
<i>Disabled (not fully compliant)</i>	1		1	



These appeared to be in good condition and well maintained. Braille signage has not been installed where required and the accessible sanitary facility does not achieve the required circulation spaces.

Stage

n/a

Fire Services

Exit signage had been provided to the main exit door and was functioning at the time of the inspection.

Fire extinguishers and fire blankets were installed in the building and regular tagging and testing is being carried out. The building was also fitted with a fire hose reel which is also being regularly maintained.

Disability

Generally, the building did have some accessible features and facilities however it was not fully compliant with the current Australian Standard. Compliant sanitary facilities were not present however level access to and within the building had been achieved. Only minor elements, such as door circulation spaces and door furniture were non-compliant.

Other

The building was in very good condition and regular normal maintenance routines are recommended.



Lunawanna Hall



Address: 4586 Bruny Island Main Road Lunawanna

BUILDING RATING

Building Item	Very Good	Good	Fair	Poor
External Building Elements				
Roof, Gutters & Downpipes, Facias, Bargeboards & Eaves		x		
External Walls			x	
External Stairs & Ramps	n/a			
Carparking			x	
Building Access		x		
Internal Building Elements				
Ceilings		x		
Walls		x		
Floors		x		
Windows		x		
Doors		x		
Kitchen	x			
Sanitary Facilities	x			
Stage		x		
Fire Services				
Extinguishers/Blankets	x			
Exit Signage	x			



External

Roof, gutters, fascias etc

The roof was in good condition however there were several gaps around the valley's which could lead to vermin entering the building. Upkeep maintenance recommended.

Walls

The weatherboards to the exterior of the building were in fair condition with only minor damages. General maintenance is recommended.

Building Access & Carparking

There was a steep gravel carparking area in front of the building with an additional level gravel carpark to the side of the building. There were no designated spaces and the path leading to the main entrance was quite steep.

Internal

Walls, Ceilings & Floors

The interior was in good condition and appeared to be frequently used. General maintenance is recommended with no expected major works in the foreseeable future.

Windows

Good condition, no works required other than general maintenance.

Doors

There were 3 main exit doors from the building and some, including the compliant level exit were fitted with pushdown rails. The doors were functioning as intended.

Kitchen

There was a large bar area within the main hall space which was in very good condition, well used and maintained.

Sanitary facilities

The sanitary facilities are located externally and are of new construction, the following is provided;

	<i>Pan</i>	<i>Urinal</i>	<i>Basin</i>
<i>Female</i>	<i>1</i>		<i>1</i>
<i>Female (ambulant)</i>	<i>1</i>		<i>1</i>
<i>Male</i>	<i>1</i>		<i>1</i>
<i>Male (ambulant)</i>	<i>1</i>		<i>1</i>
<i>Disabled</i>	<i>1</i>		<i>1</i>

These appeared to be in very good condition and well maintained. Braille signage has been installed where required.



Stage

The stage was in good condition with no obvious signs of floor damage, however there was equipment set up at the time of the inspection so some areas were not visible.

Fire Services

Exit signage had been provided to the main exit door and was functioning at the time of the inspection.

Fire extinguishers and fire blankets were installed in the building and regular tagging and testing is being carried out.

Disability

Generally, the building did have some accessible features and facilities however it was not fully compliant with the current Australian Standard. Compliant sanitary facilities were provided however level access into the building from the main parking area had not been achieved. Other minor elements such as door circulation spaces and door furniture were also non-compliant.

Other

There was a sitting area adjacent to the main entrance where a wood heater had been installed. A hearth was present however full compliance could not be determined as the chimney/flu could not be inspected.

There was a room to the side of the stage which could not be inspected as access was not available. The building was in good condition and regular normal maintenance routines are recommended.



Dennes Point Hall



Address: 18 Bruny Island Main Road, Dennes Point

BUILDING RATING

Building Item	Very Good	Good	Fair	Poor
External Building Elements				
Roof, Gutters & Downpipes, Facias, Bargeboards & Eaves			x	
External Walls			x	
External Stairs & Ramps		x		
Carparking	n/a			
Building Access		x		
Internal Building Elements				
Ceilings		x		
Walls			x	
Floors		x		
Windows		x		
Doors	x			
Kitchen	n/a			
Sanitary Facilities		x		
Stage	n/a			
Fire Services				
Extinguishers/Blankets	x			
Exit Signage	x			



External

Roof, gutters, fascias etc

The roof was in fair condition however there were some timber fascias in need of replacement. The gutters appeared to be in good condition.

Walls

The exterior walls are comprised of mostly blockwork to the existing building. Upon inspection, it was found that there were cracks in most of the blockwork walls with the size of the crack varying.

Building Access & Carparking

There were no designated carparking spaces for this building. Access from the main road to the side of the building was via an uneven natural ground path. There was a ramp to the café side of the building which provided access into the café and hall through connecting doors.

Internal

Walls, Ceilings & Floors

The interior was in good condition and appeared to be frequently used. General maintenance is recommended.

There was some cracking to the external blockwork walls, further investigation may be required.

Windows

Generally good condition however the front window was broken and requires replacement, no works required other than general maintenance.

Doors

There were several required exit doors from within the main hall, all fitted with the required door furniture. There was also an exit door leading into the café which was locked at the time of the inspection.

Kitchen

n/a

Sanitary facilities

The sanitary facilities are located externally and are of new construction, the following is provided;

	<i>Pan</i>	<i>Urinal</i>	<i>Basin</i>
<i>Female</i>	<i>3</i>		<i>3</i>
<i>Male</i>	<i>1</i>	<i>2</i>	<i>2</i>
<i>Disabled</i>	<i>1</i>		<i>1</i>

These appeared to be in good condition and well maintained.

Stage

n/a



Fire Services

Exit signage had been provided to the main exit door and was functioning at the time of the inspection.

Fire extinguishers and fire blankets were installed in the building and regular tagging and testing is being carried out.

Disability

Generally, the building did have some accessible features and facilities however it was not fully compliant with the current Australian Standard. Compliant sanitary facilities were provided however level access into the building could only be achieved via the cafe. Other minor elements such as door circulation spaces and door furniture were also non-compliant.

Other

The existing hall had recently been added onto and a café had been constructed to the side of the building. At the time of the inspection we could not access the café however we could access the hallway separating the two uses. The fire separation between the two uses would need further investigation and would be subject to the café approval documentation and any Performance Solutions.

The building was in fair condition and regular normal maintenance routines are recommended.



Middleton Hall



Address: 21 McDowall Street Middleton

BUILDING RATING

Building Item	Very Good	Good	Fair	Poor
External Building Elements				
Roof, Gutters & Downpipes, Facias, Bargeboards & Eaves		x		
External Walls		x		
External Stairs & Ramps		x		
Carparking		x		
Building Access		x		
Internal Building Elements				
Ceilings		x		
Walls			x	
Floors		x		
Windows		x		
Doors			x	
Kitchen	x			
Sanitary Facilities			x	
Stage	n/a			
Fire Services				
Extinguishers/Blankets	x			
Exit Signage			x	



External

Roof, gutters, fascias etc

The roof and eaves were in good condition however some barge boards and fascias will need repair or replacement. There was a new roof section to the rear of the building where an undercover storage area had recently been constructed, this part is in very good condition.

Walls

The external blockwork to the exterior of the building is in good condition. General maintenance is recommended.

Building Access & Carparking

There was a large gravel area in front of the building set aside for carparking with one space marked as a disabled parking space.

The path from the carparking area to the main building entrance was of gravel construction and leads to a concrete porch and to the main entrance door. There was also a concrete path from the main hall to the newly constructed disabled toilet. Some compliant features were present however the grade of the path was non-compliant.

Internal

Walls, Ceilings & Floors

Generally, the internal parts of the building are well maintained. It was noted that there was a minor fall to the main hall floor however it was not significant. There were no obvious signs of cracking to the blockwork. The paint was in fair/good condition and showing signs of normal wear and tear.

Some minor damage was noted to the room located off the kitchen area.

Windows

Windows throughout the building were in good condition with no evident signs of cracks or breakage, window frames were also well maintained.

Doors

The designated exit doors were fitted with pushdown bars however some maintenance is required as some doors did not freely function.

The exit to the side of the building leads to a ramp that is not fully compliant and quite steep. This ramp does not lead to a path but to a clear open space to the rear of the building.

Kitchen

The kitchen was in very good condition, well maintained, recently updated and appeared to be used frequently.



Sanitary facilities

The sanitary facilities were located internally with the disabled sanitary facility located externally, the following is provided;

	<i>Pan</i>	<i>Urinal</i>	<i>Basin</i>
<i>Female</i>	<i>2</i>		<i>2</i>
<i>Male</i>	<i>1</i>	<i>1</i>	<i>1</i>
<i>Disabled</i>	<i>1</i>		<i>1</i>

The external disabled toilet has been recently constructed and was nearly fully compliant. Some minor features such as the pan back rest and compliant toilet roll location were not provided. Braille signage has been installed where required.

The internal sanitary facilities are in fair condition. Some minor cracks were evident in the ceiling and walls of both the male and female facilities. The door furniture is non-compliant and should be reviewed for ease of use by the occupants.

Stage

n/a

Fire Services

Exit signage was provided to the main exit door however it was not functioning at the time of the inspection.

Fire extinguishers and fire blankets were installed in the building and regular tagging and testing is being carried out.

Disability

Generally, the building did have some accessible features and facilities however it was not fully compliant with the current Australian Standard. Compliant sanitary facilities were available and level access to and within the building had been achieved. Only minor elements, such as door circulation spaces and door furniture were non-compliant.

Other

The rear storage room appears to be a recent addition to the building and was in very good condition.

At the time of the inspection a new wastewater treatment system/septic tank was being installed.



Woodbridge Hall



Address: 3445 Channel Highway Woodbridge

BUILDING RATING

Building Item	Very Good	Good	Fair	Poor
External Building Elements				
Roof, Gutters & Downpipes, Facias, Bargeboards & Eaves				x
External Walls			x	
External Stairs & Ramps			x	
Carparking	n/a			
Building Access			x	
Internal Building Elements				
Ceilings			x	
Walls			x	
Floors			x	
Windows				x
Doors				x
Kitchen	x			
Sanitary Facilities			x	
Stage			x	
Fire Services				
Extinguishers/Blankets	x			
Exit Signage	x			



External

Roof, gutters, fascias etc

The roof of the building was in poor condition and repair/replacement will be required in the near future. Downpipes and some gutters were in fair condition.

There was evidence the roof is leaking from inside the building.

Walls

The weatherboards and masonry areas to the exterior of the building were in fair condition. General maintenance is recommended.

There was a chimney to the rear of the building which has degraded and requires attention.

Building Access & Carparking

There were no designated carparking spaces for this building. There is space for 2 vehicles in front of the building however this does partially block the main entrance door. If there were a number of occupants in the building and an evacuation was necessary, any vehicles in this area would pose a problem to egress.

Main access was via a steep short ramp and a small step up into the building.

Internal

Walls, Ceilings & Floors

Internal paint was in fair condition and showing signs of normal wear and tear.

The floor was uneven throughout the main hall area. This, along with the deteriorated chimneys, indicates there has been ground movement in the far corner of the building.

Windows

Windows throughout the building appeared to be quite old and were not operational at the time of the inspection, poor condition.

Doors

There were 2 designated exit doors, the main exit and an additional door located to the side of the building, both were fitted with a functioning pushdown bar. The main exit door furniture was in poor condition and maintenance is required. There was a step to the door that exceeds the maximum allowable threshold height.

There were also additional non required doors which were blocked.

Kitchen

The kitchen was in very good condition, recently replaced, well maintained and appeared to be used frequently.



Sanitary facilities

The sanitary facilities were located externally and the following was provided;

	<i>Pan</i>	<i>Urinal</i>	<i>Basin</i>
<i>Female</i>	<i>1</i>		<i>1</i>
<i>Male</i>	<i>1</i>	<i>1</i>	<i>1</i>
<i>Disabled</i>			

These appeared to be in fair condition and well maintained.

There was an additional toilet marked as female located inside the building. There was water damage to the ceiling and generally in fair condition.

Stage

Access to the stage was via a steep ramp, the stage floor needs repair and was in fair condition.

Fire Services

Exit signage had been provided to the main exit door and was functioning at the time of the inspection.

Fire extinguishers and fire blankets were installed in the building and regular tagging and testing is being carried out.

Disability

Generally, the building did have some accessible features and facilities however it was not fully compliant with the current Australian Standard. Compliant sanitary facilities were not available and level access to and within the building was only partially achieved. Only minor elements, such as door circulation spaces and door furniture were non-compliant.

Other

This building is permanently listed on the Tasmanian Heritage Register.



Kettering Hall



Address: 2963 Channel Highway Kettering

BUILDING RATING

Building Item	Very Good	Good	Fair	Poor
External Building Elements				
Roof, Gutters & Downpipes, Facias, Bargeboards & Eaves	x			
External Walls		x		
External Stairs & Ramps	x			
Carparking	x			
Building Access		x		
Internal Building Elements				
Ceilings	x			
Walls		x		
Floors		x		
Windows		x		
Doors			x	
Kitchen		x		
Sanitary Facilities			x	
Stage		x		
Fire Services				
Extinguishers/Blankets		x		
Exit Signage	x			



External

Roof, gutters, fascias etc

The roof was in very good condition and well maintained. Upkeep maintenance recommended with no significant work expected in the near future.

Walls

The external walls were predominately blockwork with a mix of old and new construction. Some minor cracking to the blockwork was observed, this was generally limited to the older existing part of the building and general maintenance is recommended. Some repair work was evident at the time of the inspection.

Building Access & Carparking

There was a large sealed area in front of the building with several carparking spaces available, designated disabled carparking spaces were located at the front of the building near the main access ramp.

An additional pathway leads to the rear of the building where the public toilets were located. This path was generally sealed however there was a small section of natural ground forming the pathway in front of the toilet.

The path from the carparking area to the main building entrance was via a sealed path and access ramp. The ramp was generally in very good condition however there are some features, such as tactile indicators and kick rails that were not installed, making the ramp non-compliant.

A ramp from the main carparking area to the front entrance was provided however the main hall was accessed via steps from the lobby area. Given access to the hall cannot be provided, an additional door is located to the side of the building. The alternative entrance was well signed however the path was uneven and the door threshold was non-compliant. This alternative access to the main hall should be upgraded to provide an accessible entrance.

Internal

Walls, Ceilings & Floors

Interior walls and floor coverings to the newer addition, the cricket club rooms, were in very good condition. There is also a fairly newly constructed club rooms to the rear of the building, the timber linings are all in very good condition.

The main hall internal linings were in good condition and showing signs of normal wear and tear.

Windows

Good condition, no works required other than general maintenance.

Doors

The main exit doors to the front lobby are not fitted with pushdown rails as required. Non-compliant locks have been placed on the doors between the main hall and lobby area, however there was an additional exit door located within the hall which could be used in an emergency.

The required exit door from the side of the hall area was blocked by seating at the time of the inspection. This should be removed.



Kitchen

The kitchen was dated but in good condition, well maintained and appeared to be used frequently.

Sanitary facilities

Sanitary facilities were provided both internally and externally

	<i>Pan</i>	<i>Urinal</i>	<i>Basin</i>	<i>Shower</i>
<i>Female</i>	4		3	
<i>Male</i>	2	1	3	

The internal male toilet appeared to be well maintained and in good condition however there was a strong smell and further plumbing investigation may be required. The internal female toilets were in a fair condition and will require some work. Attention should be paid to water damage to the ceiling and wall and to the paintwork.

An additional sanitary facility to the clubrooms was provided however at the time of the inspection it was being used as a storage area. A pan, basin and shower were provided in this space.

External toilets were in fair condition and some maintenance will be required. The facilities had been graffitied, the light to the male toilet did not work and limited ventilation was provided. There was also a strong smell to both facilities. A door from the female sanitary facility leads to the subfloor area and can be accessed by the public, this access should be restricted.

Stage

The stage area was in good condition and general maintenance is recommended.

Fire Services

Exit signage was provided to the required exit doors and was functioning at the time of the inspection.

Fire extinguishers and fire blankets were installed in the clubrooms and regular tagging and testing is being carried out. Additional extinguishers (some provided but not mounted) and blankets are required to the main building.

Disability

Generally, the building did have some accessible features and facilities however it was not fully compliant with the current Australian Standard. Compliant sanitary facilities were not present however level access to and within the building had been achieved. Only minor elements, such as door circulation spaces and door furniture were non-compliant.

Other

The works to the rear clubrooms appeared to have been recently carried out. Further investigation would be required to identify any non-compliances in this area as any approvals may have been subject to a Performance Solution under the Building Code.

New plumbing work to the clubrooms including a solar array and heating system were noted.

The newly constructed areas of the building were in very good condition and regular normal maintenance routines are recommended.



Snug Hall



Address: 62 Beach Road Snug

BUILDING RATING

Building Item	Very Good	Good	Fair	Poor
External Building Elements				
Roof, Gutters & Downpipes, Facias, Bargeboards & Eaves			x	
External Walls		x		
External Stairs & Ramps			x	
Carparking		x		
Building Access			x	
Internal Building Elements				
Ceilings			x	
Walls			x	
Floors			x	
Windows			x	
Doors			x	
Kitchen		x		
Sanitary Facilities			x	
Stage	n/a			
Fire Services				
Extinguishers/Blankets	x			
Exit Signage	x			



External

Roof, gutters, fascias etc

The roof was in fair condition however there were some signs of rust damage to the roofing iron and other external metal elements. The building is located close to the nearby bay which may accelerate the rust spread. A newer roof lean-to had been constructed to the side of the building and was in very good condition.

Facia boards were in poor condition.

Walls

The weatherboards to the exterior of the building were in good condition however the paintwork was only in fair condition. General maintenance will be required.

The blockwork walls were showing signs of cracking around the building. Some of these cracks were minor however some will require attention, particularly around the external wall to the storeroom.

Building Access & Carparking

There were no designated carparking spaces, disabled or otherwise, however there was a large gravel area in front of the building.

The path from the carparking area to the main building entrance was via a level gravel path and onto a concrete porch leading to the main door. There were steps from the gravel path to the concrete porch and again to the entrance of the building, these did not provide an accessible entrance into the building and there were no alternative compliant accessible entrances.

Internal

Walls, Ceilings & Floors

Internal paint was in fair condition and showing signs of normal wear and tear. Scuff marks were evident on the walls and floor.

The ceiling lining was sagging in some areas and in fair condition.

Windows

Windows throughout the building appeared to be quite old and the timber frames will require maintenance. No windows appeared to be cracked.

Doors

The main door was fitted with a pushdown bar however this will require maintenance as it was not functioning as required. An additional exit door was located to the side of the main hall area.

There was a step to the exit doors that exceeds the maximum allowable threshold height and a steep ramp leading to the rear of the building. Compliant door furniture to the exit had been provided.

Kitchen

The kitchen floor was in good condition and well maintained, however the benches and appliances were dated and general maintenance is required.



Sanitary facilities

The sanitary facilities were located internally, and the following was provided;

	<i>Pan</i>	<i>Urinal</i>	<i>Basin</i>	<i>Baby Change</i>
<i>Female</i>	2		1	
<i>Male</i>	1	1	1	

These appeared to be in fair condition, however the female facilities will require maintenance, particularly the walls. No accessible sanitary facilities had been provided.

Stage

n/a

Fire Services

Exit signage had been provided to the main exit door and was functioning at the time of the inspection.

Fire extinguishers and fire blankets were installed in the building and regular tagging and testing is being carried out.

Disability

Generally, the building did have some accessible features and facilities however it was not fully compliant with the current Australian Standard. Minor elements, such as door circulation spaces and door furniture were non-compliant.

Other

The external ground surface to the rear of the building was quite wet and it appeared that a stormwater pipe was discharging onto the ground. This could lead to building movement with excess moisture changes in the surrounding ground, it is recommended the plumbing is investigated further.



Margate Hall



Address: 1744 Channel Highway Margate

BUILDING RATING

Building Item	Very Good	Good	Fair	Poor
External Building Elements				
Roof, Gutters & Downpipes, Facias, Bargeboards & Eaves				x
External Walls		x		
External Stairs & Ramps			x	
Carparking		x		
Building Access		x		
Internal Building Elements				
Ceilings		x		
Walls		x		
Floors		x		
Windows			x	
Doors			x	
Kitchen		x		
Sanitary Facilities		x		
Stage			x	
Fire Services				
Extinguishers/Blankets	x			
Exit Signage	x			



External

Roof, gutters, fascias etc

The roof to the main hall area was in poor condition and maintenance will be required to ensure further damage to the interior of the building does not occur.

Walls

The external brickwork was performing well and in good condition for the age of the building, minimal signs of cracking are evident externally. The timberwork to the exterior of the building was in fair condition and general maintenance is recommended.

Building Access & Carparking

There were no designated carparking spaces however there was a large sealed area in front of the building. There were three doors into the building.

The main access was via a short non-compliant ramp, a landing has not been provided at the door and the rails are non-compliant.

Side access (Van Morey Road side) is via a steep ramp which was in disrepair and in need of replacement.

The remaining access was via a set of stairs which were also in disrepair and in need of replacement.

Internal

Walls, Ceilings & Floors

The floor was in good condition in the main hall area however there is evidence of some movement to the kitchen floor which should be investigated.

Internal paint was in good condition and showing signs of normal wear and tear, also appeared to have been recently repainted.

The area behind the stage was used as storage and not maintained. There were some holes in the floorboards, significant cracking to the blockwork wall and a strong musty smell. Generally, this area was in poor condition.

The ceiling to the main hall area was in fair condition and will require some maintenance. Natural ventilation appeared to be blocked however it is not required.

Windows

The timber windows throughout the building appeared to be quite old and the frames require maintenance. No windows appeared to be cracked.

Doors

The main required exit door was fitted with a pushdown bar however adjustments will be required for the door operation to function correctly.

Other external doors lead to unsafe landings that should be replaced.

Kitchen

The kitchen was in good condition, well maintained and appeared to be used frequently.



Sanitary facilities

Sanitary facilities were located externally and the following was provided;

	<i>Pan</i>	<i>Urinal</i>	<i>Basin</i>	<i>Baby Change</i>
<i>Female</i>	3		2	
<i>Male</i>				
<i>Disabled</i>				

They appeared to be in good condition and well maintained. Access to the sanitary facilities was provided from inside the building via a door and corridor. No disabled toilet had been provided.

Stage

The stage floor was in fair condition and requires repair.

Fire Services

Exit signage had been provided to the main exit door and was functioning at the time of the inspection.

Fire extinguishers and fire blankets were installed in the building and regular tagging and testing is being carried out.

Disability

Generally, the building did have some accessible features and facilities however it was not fully compliant with the current Australian Standard. Elements, such as door circulation spaces and door furniture were non-compliant.

Other

It appeared subfloor ventilation had been installed around the perimeter of the building providing additional ventilation to the subfloor space.



Blackmans Bay Hall



Address: 24 Ocean Esplanade Blackmans Bay

BUILDING RATING

Building Item	Very Good	Good	Fair	Poor
External Building Elements				
Roof, Gutters & Downpipes, Facias, Bargeboards & Eaves				x
External Walls				x
External Stairs & Ramps	x			
Carparking	x			
Building Access	x			
Internal Building Elements				
Ceilings		x		
Walls				x
Floors				x
Windows			x	
Doors			x	
Kitchen	x			
Sanitary Facilities			x	
Stage				x
Fire Services				
Extinguishers/Blankets		x		
Exit Signage	x			



External

Roof, gutters, fascias etc

As the building was of new construction, the roof was in very good condition and well maintained. It was noted that corrosion was occurring to the external metal work and maintenance should be carried out as soon as possible to prevent further damage.

Walls

External blockwork around the perimeter of the building was showing signs of movement and cracking. The attached cladding to sections around the building was also coming away. Further investigation to the blockwork movement should be carried out as soon as possible as cracking was also observed internally.

Building Access & Carparking

There was a carpark to the front of the building with a clear designated disability spaces. There was level, sealed access into the building.

The path from the carparking area to the main building entrance was via a level sealed path and compliant access ramp.

Internal

Walls, Ceilings & Floors

There were two main areas in the building, the rear function room and front stage area.

Stage Area: The floor in the stage area had subsided on one side which was consistent with the cracking to the blockwork. There were large cracks to the blockwork behind the stage particularly above the window. Other surfaces were in good condition.

Function Room: This part of the building was in good condition however there was water damage to the carpet and floor near the sliding door. Maintenance should be carried out as soon as possible, see *Other* at the end of this section.

Windows

The window seals and broken windows above the stage, require maintenance.

Doors

The main exit doors were fitted with pushdown rails however they were not functioning as intended and maintenance is required – doors catch when opened together. The doors from the kitchen and lobby to the playground will also require maintenance.

The doorways and corridor into the function room were quite narrow and did not provide an accessible path of travel through the building.

Kitchen

The kitchen was in very good condition, well maintained and appeared to be used frequently. Although a cooktop was provided, a rangehood had not been installed.



Sanitary facilities

The sanitary facilities were located internally and the following were provided

	<i>Pan</i>	<i>Urinal</i>	<i>Basin</i>
<i>Female</i>	2		2
<i>Male</i>	1	2	1
<i>Disabled</i>			

The walls in the female facility were in fair condition and will require maintenance. Accessible sanitary facilities had not been provided in this building.

The male toilet is also in fair condition.

Stage

The stage floor was also showing signs of subsidence and further investigation will be required.

Fire Services

Exit signage had been provided to the main exit door and was functioning at the time of the inspection.

The fire extinguisher requires testing and had passed the test date.

Disability

Generally, the building did have some accessible features and facilities however it was not fully compliant with the current Australian Standard. Compliant sanitary facilities were not present however level access to and within the building had been achieved. Only minor elements, such as door circulation spaces and door furniture were non-compliant.

Other

The rear patio area outside the function room sliding door was sloping towards the building and contributing to the water problem inside the door. A small drain had been formed in the concrete however it is not adequate, this should be investigated before further damage is caused.



Kingston Beach Hall



Address: 20 Beach Road Kingston Beach

BUILDING RATING

Building Item	Very Good	Good	Fair	Poor
External Building Elements				
Roof, Gutters & Downpipes, Facias, Bargeboards & Eaves		x		
External Walls		x		
External Stairs & Ramps		x		
Carparking		x		
Building Access		x		
Internal Building Elements				
Ceilings		x		
Walls		x		
Floors		x		
Windows			x	
Doors			x	
Kitchen	x			
Sanitary Facilities			x	
Stage		x		
Fire Services				
Extinguishers/Blankets	x			
Exit Signage	x			



External

Roof, gutters, fascias etc

The gutters appeared to have been replaced and the fascia was in good condition, the overflow is directed into the carpark area. The roofing will require general maintenance.

Walls

The exterior of the building was in good condition and well maintained. The brick work had been painted and was in very good condition. Some external wires were exposed to the laneway side of the building.

Building Access & Carparking

A sealed carpark was located to the side of the building and provided a level accessway into the building. No disabled carparking spaces were provided in the carpark.

Internal

Walls, Ceilings & Floors

In the main hall area and rear craft room the internal finishes were in good condition. The front ticket room was being used for storage and had not been maintained to the same standard with the ceiling requiring maintenance. Debris could be seen at the ceiling/wall junction in the main hall area, possibly coming from the ceiling cavity, further investigation is required.

Windows

Windows throughout the building appeared to be quite old and were not operational at the time of the inspection, likely painted shut. The timber window sashes require maintenance.

Doors

The external main entrance doors require painting and the push down bar is to be adjusted. Other external doors around the building also require attention to avoid further deterioration. It was also noted that the rear exit was locked at the time of the inspection and a non-compliant sign was located above the door.

A ramp was provided to the rear door and was generally compliant however tactile indicators have not been provided.

The main doors from the lobby into the hall were fitted with a lock and were missing the required door furniture. The internal doors leading to the kitchen and sanitary facility area were sticking and will require attention. All internal doorways were narrow and did not provide an assessable path of travel around the building, including the path to the accessible sanitary facilities.

Kitchen

The kitchen was in very good condition, recently replaced, well maintained and appeared to be used frequently.



Sanitary facilities

The sanitary facilities were located externally and the following was provided;

	<i>Pan</i>	<i>Urinal</i>	<i>Basin</i>
<i>Female</i>	<i>2</i>		<i>1</i>
<i>Male</i>	<i>2</i>	<i>1</i>	<i>1</i>
<i>Disabled (non compliant)</i>	<i>1</i>		<i>1</i>

Facilities were in fair condition and well maintained however the floor in the female facilities needs repairing and the tap was leaking at the time of the inspection.

The accessible sanitary facility did not meet the required circulation spaces and the door furniture into the room did not provide for easy use.

Stage

The stage floor was in good condition however the surface was not level. No obvious signs of movement were evident under the stage and the condition was expected for its age.

Fire Services

Exit signage had been provided to the main exit door and was functioning at the time of the inspection.

Fire extinguishers and fire blankets were installed in the building and regular tagging and testing is being carried out.

Disability

Generally, the building did have some accessible features and facilities however it was not fully compliant with the current Australian Standard. Compliant sanitary facilities were not available however level access to and within the building had been achieved. Only minor elements, such as door circulation spaces and door furniture were non-compliant.

Other

The rear room of the building was being used as a craft room and appeared to be well maintained.



Taroona Hall



Address: Batchelor Way Taroona

BUILDING RATING

Building Item	Very Good	Good	Fair	Poor
External Building Elements				
Roof, Gutters & Downpipes, Facias, Bargeboards & Eaves		x		
External Walls		x		
External Stairs & Ramps		x		
Carparking	n/a			
Building Access	x			
Internal Building Elements				
Ceilings	x			
Walls		x		
Floors	x			
Windows		x		
Doors			x	
Kitchen	x			
Sanitary Facilities		x		
Stage	n/a			
Fire Services				
Extinguishers/Blankets	x			
Exit Signage		x		



External

Roof, gutters, facias etc

The roof was in good condition with few rust spots, however some barge boards and facias will need repair or replacement. Drains were performing well, and general maintenance is recommended.

Walls

The external brickwork to the perimeter of the building was in good condition. General maintenance is recommended – some mortar patch work had been carried out throughout the building. Some larger cracks were evident in the store room.

Building Access & Carparking

No on-site carparking spaces were provided for this building however there were several spaces available along the street in front of the building. There was a short path from the street to the main entrance doors. Level access into the building was provided from the main doors into the hall area.

Internal

Walls, Ceilings & Floors

Generally, the internal parts of the building appeared well maintained and in very good condition. Although some of the internal linings such as the carpet were dated, the condition was good and replacement is not required. Some of the flooring had been replaced and is in very good condition. Other internal surfaces such as ceilings and walls were all in good condition.

Windows

Windows throughout the building were in good condition with no evident signs of cracks or breakage. Window frames, particularly highlight windows, do require general maintenance.

Doors

The main exit doors were fitted with pushdown bars that function as intended however the internal doors catch on the doormat in the lobby area. An additional exit was located to the side of the building which lead to a ramp that had subsided on one side.

Kitchen

The kitchen was in very good condition, recently updated, well maintained and appears to be used frequently.

Sanitary facilities

The sanitary facilities were located internally and the following was provided;

	<i>Pan</i>	<i>Urinal</i>	<i>Basin</i>
<i>Female</i>	3		2
<i>Male</i>	1	1	2
<i>Disabled</i>	1		1

Generally, the facilities were in good condition. The accessible sanitary facility was blocked with furniture and the circulation spaces could not be checked, however the entrance corridor was narrow and did not achieve the required width.



Stage

n/a

Fire Services

Exit signage was provided to the main exit door however it was not functioning at the time of the inspection.

Fire extinguishers, fire blankets and a fire hose reel were installed in the building and regular tagging and testing is being carried out.

Disability

Generally, the building did have some accessible features and facilities however it was not fully compliant with the current Australian Standard. Only minor elements, such as door circulation spaces and door furniture were non-compliant.

Other

The rear of the building was very damp, particularly around the windows and should be investigated further.



Taroona Cottage



Address: Batchelor Way Taroona

BUILDING RATING

Building Item	Very Good	Good	Fair	Poor
External Building Elements				
Roof, Gutters & Downpipes, Facias, Bargeboards & Eaves	x			
External Walls		x		
External Stairs & Ramps	n/a			
Carparking	n/a			
Building Access		x		
Internal Building Elements				
Ceilings			x	
Walls		x		
Floors		x		
Windows		x		
Doors		x		
Kitchen				x
Sanitary Facilities				x
Stage	n/a			
Fire Services				
Extinguishers/Blankets	x			
Exit Signage	n/a			



External

Roof, gutters, facias etc

The roof was in very good condition and had been replaced along with the gutters. General maintenance recommended.

Walls

The weatherboards to the exterior of the building were in good condition and had been recently painted. General maintenance is recommended.

Building Access & Carparking

No on-site carparking spaces were provided for this building however there were several spaces available along the street in front of the building. There was a path from the street to the main entrance doors. Access into the building was not level and there was a step at the threshold.

Internal

Walls, Ceilings & Floors

Internal surfaces were quite dated but in good condition. Some surfaces had been recently painted.

Internal paint was in reasonable condition and showing signs of normal wear and tear.

Floor was uneven and squeaking in the large room and kitchen areas. Cracking was evident around the perimeter of the room at the ceiling level.

The ceiling in the kitchen will require repair as some panels are water damaged.

Windows

Windows throughout the building appeared to be quite old and possibly original. No windows appeared to be cracked and the timber frames had been painted recently.

Doors

There were two doors from the building. As the building had been converted from the original use, it did not comply with all the building code requirements, however the main entrance door was clear and apparent to the occupants. The side exit door was blocked but unlikely to be used. The door furniture did not comply for either door.

Kitchen

The kitchen was in poor to fair condition, very dated and the building did not appear to be used frequently.

Sanitary facilities

The sanitary facilities were located internally and the following was provided;

	<i>Pan</i>	<i>Urinal</i>	<i>Basin</i>
<i>Facilities</i>	<i>1</i>		<i>1</i>

The sink in the sanitary facility was blocked and not functioning. The toilet was also in poor condition and will require replacement. A splashback should be installed to the sink to avoid water damage to the wall.



Stage

n/a

Fire Services

Exit signage had not been provided to the main exit door.

A fire extinguisher is installed in the building and regular tagging and testing is being carried out. A fire blanket had not been provided.

Disability

Generally, the building did have some accessible features and facilities however it was not fully compliant with the current Australian Standard.

Other

The building had a strong musty smell which could be from mould and mildew. This may require further investigation.



Sandfly Hall



Address: 811 Sandfly Road Sandfly

BUILDING RATING

Building Item	Very Good	Good	Fair	Poor
External Building Elements				
Roof, Gutters & Downpipes, Facias, Bargeboards & Eaves			x	
External Walls			x	
External Stairs & Ramps				x
Carparking		x		
Building Access				x
Internal Building Elements				
Ceilings			x	
Walls		x		
Floors		x		
Windows		x		
Doors			x	
Kitchen		x		
Sanitary Facilities			x	
Stage				x
Fire Services				
Extinguishers/Blankets	x			
Exit Signage	x			



External

Roof, gutters, facias etc

The roof was in fair condition. There were several gaps around the ridge and between sheets which had caused weeds to build up in the cavity which could be seen from inside the building.

Maintenance is required to the roof area as soon as possible. The gutters appeared to be in good condition.

Walls

Weatherboards to the exterior of the building were in fair condition with only minor damages.

General maintenance is recommended. The front of the building had been maintained to a better standard than the sides and rear of the building.

Building Access & Carparking

There was a gravel carparking area to the side of the building. There were no designated spaces and the path leading to the front entrance was quite steep. The main door had been provided with a ramp however the concrete had deteriorated and will require repair or replacement.

Internal

Walls, Ceilings & Floors

The interior was in fair condition and appeared to be frequently used. The ceiling in the main hall area will require repair due to water damage, this is also evident in the storage room to the side of the stage.

The floorboards and walls were in good condition.

Windows

Good condition, no works required other than general maintenance.

Doors

The main entrance door, although narrow, was fitted with a push down bar and was functioning correctly at the time of the inspection. The side door was difficult to use as there was water damage to the door, this may need replacement.

Kitchen

The kitchen was in good condition, well maintained and appeared to be well used. New flooring was in very good condition.

Sanitary facilities

The sanitary facilities were located both internally and externally, the following was provided;

	<i>Pan</i>	<i>Urinal</i>	<i>Basin</i>
<i>Female</i>	2		1
<i>Male</i>	1	2	1
<i>Disabled</i>			

Both the internal and external facilities were in fair condition. A splashback should be installed to the internal sink to avoid future water damage to the wall.



Stage

The stage had sagged to one side. This was also apparent to the floor in front of the stage area and could be due to moisture changes around the outside of the building. It was noted that the high side of the building was quite damp although it had not been raining in the days preceding the inspection.

Fire Services

Exit signage had been provided to the main exit door and was functioning at the time of the inspection.

Fire extinguishers were installed in the building and regular tagging and testing is being carried out.

Disability

Generally, the building did have some accessible features and facilities however it was not fully compliant with the current Australian Standard. Access into the building, and other minor elements such as door circulation spaces and door furniture, were also non-compliant.

Other

The chimney at the rear of the building was damaged and deteriorating which is expected for the age of the building. As the chimney is likely to be supporting the building, which is common for this type/era of construction, this could be contributing to the sagging in the floor. The chimney had been boarded up from the inside and was not visible internally.

Drainage around the high side of the building should be reviewed and upgraded.



Longley Hall



Address: 9 Hovingstons Road Lower Longley



BUILDING RATING

Building Item	Very Good	Good	Fair	Poor
External Building Elements				
Roof, Gutters & Downpipes, Facias, Bargeboards & Eaves		x		
External Walls		x		
External Stairs & Ramps				x
Carparking			x	
Building Access		x		
Internal Building Elements				
Ceilings				x
Walls			x	
Floors		x		
Windows	n/a			
Doors			x	
Kitchen			x	
Sanitary Facilities			x	
Mezzanine		x		
Fire Services				
Extinguishers/Blankets	x			
Exit Signage	x			



External

Roof, gutters, fascias etc

The roof was in good condition and repair will not be required in the near future. General maintenance recommended.

Walls

Blockwork around the perimeter of the building was in good condition however it is recommended that general maintenance is carried out as moss was starting to grow on the far side of the building. Some minor cracking was evident in the mortar lines of the blockwork, however more significant cracking was evident from the internal kitchen area. The areas of cladding also require general maintenance.

Building Access & Carparking

No on-site carparking spaces were provided for this building, however there was a gravel area in front of the building which was level with the main access doors.

The rear exit door lead to a concrete landing which had deteriorated and will require replacement, this exit was unsafe and should not be used. The path from this exit to the front of the building was uneven natural ground.

Internal

Walls, Ceilings & Floors

The internal surfaces were in good condition aside from the ceiling linings, water damage is evident to these areas, particularly the lean-to area. The main hall ceiling was coated with an unknown product. The floor and walls were in good condition and showing signs of normal wear and tear.

Asbestos is present in this building and should be factored into any maintenance routine.

Windows

n/a

Doors

There were two doors from the building, the front main exit and the side exit door. Exits had been fitted with compliant door furniture which will require repair as the doors did not freely operate from the closed position. The lock to the main door will also require repair.

Kitchen

The kitchen was in poor to fair condition, very dated and the building did not appear to be used frequently.

Sanitary facilities

The sanitary facilities were located internally and the following was provided;

	<i>Pan</i>	<i>Urinal</i>	<i>Basin</i>
<i>Female</i>	<i>1</i>		<i>1</i>
<i>Male</i>	<i>1</i>		<i>1</i>



The sanitary facilities were in fair condition, however a strong odour was noted at the time of the inspection. General maintenance is recommended. Mechanical ventilation had been ducted into the store room behind the sanitary facility, the building code requires this type of ventilation to be ducted externally.

Stairs

Internal stairs leading to the mezzanine inside the main hall were in good condition. A gate is located at the bottom of the stairs and should remain open if the upper area is to be used. The stairs did not fully comply with the building code, predominately accessibility provisions, but were in very good condition.

Mezzanine

The mezzanine level was in good condition. A balustrade had been provided to the edge and was also in good condition. Maintenance should be upkept to ensure the balustrade does not deteriorate given the public can access this area and there is a significant fall.

Fire Services

Exit signage had been provided to the main exit door.

A fire extinguisher is installed in the building and regular tagging and testing is being carried out. A fire blanket had not been provided.

Disability

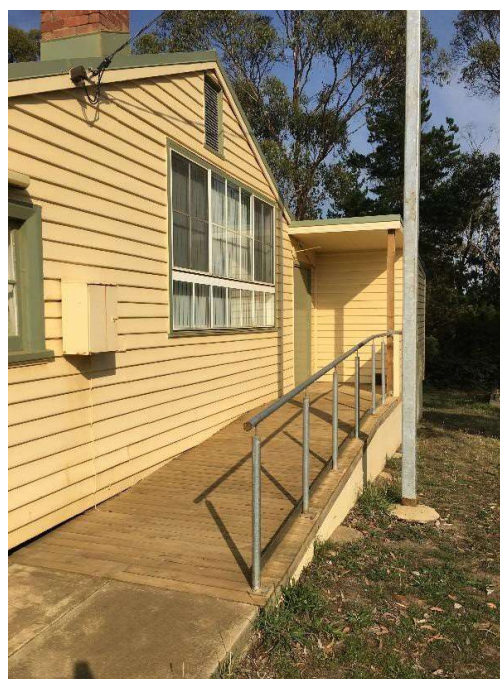
Generally, the building did have some accessible features and facilities however it was not fully compliant with the current Australian Standard. Level access to and within the building had been achieved and only minor elements, such as door circulation spaces and door furniture were non-compliant.

Other

The building was clearly tagged with asbestos warnings, any future maintenance should factor in safe practices.



CWA Barnes Bay Hall



Address: 680 Bruny Island Main Road Barnes Bay

BUILDING RATING

Building Item	Very Good	Good	Fair	Poor
External Building Elements				
Roof, Gutters & Downpipes, Facias, Bargeboards & Eaves		x		
External Walls		x		
External Stairs & Ramps		x		
Carparking		x		
Building Access		x		
Internal Building Elements				
Ceilings		x		
Walls		x		
Floors		x		
Windows		x		
Doors		x		
Kitchen		x		
Sanitary Facilities		x		
Stage	n/a			
Fire Services				
Extinguishers/Blankets	x			
Exit Signage	x			



External

Roof, gutters, facias etc

The roof, gutters and facias all appeared to be in good condition for the age of the building. General maintenance is recommended.

Walls

Weatherboards to the exterior of the building were in good condition with only minor damages. General maintenance is recommended.

Building Access & Carparking

There was a gravel carparking area to the front and side of the building however there were no designated spaces. The path leading to the front entrance was level natural ground and gravel path. A concrete apron to the main doors provided level access into the building.

Internal

Walls, Ceilings & Floors

Internal surfaces had been well maintained and were in good condition. Some walls and the floor are uneven but as expected for the age of the building. The building appeared to be frequently used.

Windows

Good condition old and replaced windows, no works required other than general maintenance.

Doors

The main entrance door was fitted with a push down bar that was functioning correctly at the time of the inspection. An additional external door was located to the side of the building. Internal doors were functioning well.

Kitchen

The kitchen was in good condition, used frequently and surfaces were being well maintained.

Sanitary facilities

The sanitary facilities were located internally, the following was provided;

	<i>Pan</i>	<i>Urinal</i>	<i>Basin</i>
<i>Female</i>			
<i>Male</i>	<i>1</i>		<i>1</i>
<i>Disabled</i>	<i>1</i>		<i>1</i>

The female facility was also used as the accessible sanitary compartment. Circulation spaces were close to compliant but did not meet current standards. Both compartments were in good condition and used frequently.

Stage

n/a



Fire Services

Exit signage had been provided to the main exit door and was functioning at the time of the inspection.

Fire extinguishers were installed in the building and regular tagging and testing is being carried out.

Disability

Generally, the building did have some accessible features and facilities however it was not fully compliant with the current Australian Standard. Level access into the building from the main parking area had been achieved. Other minor elements, such as door circulation spaces and door furniture were non-compliant.

Other

The building was clearly tagged with asbestos warnings, any future maintenance should factor in safe practices.

Power was turned off at the main switchboard at the time of the inspection. Signage indicated the power is turned off when the building is not in use.



Kingborough Community Centre



Address: 35 Redwood Road Kingston

BUILDING RATING

Building Item	Very Good	Good	Fair	Poor
External Building Elements				
Roof, Gutters & Downpipes, Facias, Bargeboards & Eaves		x		
External Walls	x			
External Stairs & Ramps		x		
Carparking	x			
Building Access		x		
Internal Building Elements				
Ceilings		x		
Walls		x		
Floors	x			
Windows		x		
Doors			x	
Kitchen		x		
Sanitary Facilities		x		
Stage	x			
Fire Services				
Extinguishers/Blankets			x	
Exit Signage			x	



External

Roof, gutters, facias etc

The roof was in good condition. Upkeep maintenance is recommended with no significant work expected in the near future. Some water damage to the ceiling inside was present indicating a leak. Further investigation may be required.

The gable and fascia boards require maintenance.

Walls

External brickwork to the perimeter of the building was in very good condition and did not appear to be showing signs of defects. General maintenance is recommended.

External timber work is likely to require maintenance in the near future to ensure its longevity.

Building Access & Carparking

There was a large sealed carparking area provided adjacent to the building and several designated accessible spaces were also provided.

A sealed level accessway was provided to the main entrance doors, into the front lobby and through to the main hall.

An additional exit door was provided to the rear of the building that lead to a grassed open space.

Internal

Walls, Ceilings & Floors

Interior timber floors were in very good condition. General maintenance is recommended with no expected major works in the foreseeable future.

Ceiling and walls were also in good condition throughout the building with exception to the storage area nearest the commercial kitchen and cleaners room where the ceiling will need repairing.

The backstage room had been renewed and the surfaces in the room were in very good condition.

Windows

Good condition, no works required other than general maintenance.

Doors

Internal doors into the main hall area were not fitted with compliant door furniture and should be upgraded. Adjustments should also be made to the operation as they were catching when opened together and on the matting. There was a slight step at the threshold to the main door and a threshold or step ramp could be installed to provide level access into the building.

An additional exit was provided from the main hall however the door furniture was non-compliant.

Internal doors were functioning well.

Kitchen

There were two kitchen areas to this building, the small kitchen inside the hall and the larger commercial kitchen which was accessed externally. The large commercial kitchen was dated but in very good condition, well maintained and appeared to be used frequently by Meals on Wheels.



It was reported that the exhaust canopy will require maintenance and some of the lights were not working. The smaller kitchen was also in very good condition and well maintained.

Sanitary facilities

The sanitary facilities were located internally, the following was provided;

	<i>Pan</i>	<i>Urinal</i>	<i>Basin</i>
<i>Female</i>	3		3
<i>Male</i>	2	2	2
<i>Disabled (not fully compliant)</i>	1		1

The sanitary compartments appeared to be in good condition and well maintained. There is some minor damage to the wall next to the urinal which will require repair to avoid further deterioration. The accessible sanitary facility had good circulation spaces but did not comply with the current requirements, it is likely to have complied with the time of construction.

Stage

The stage was in very good condition and well maintained. No upgrade works will be required in the near future.

Fire Services

Exit signage had been provided to the main exit door and was functioning at the time of the inspection. An exit sign had been placed in the room behind the stage which was misleading and did not clearly lead the occupants to the exit. This sign should be removed to avoid confusion.

Fire extinguishers and fire blankets were installed in the building and regular tagging and testing is being carried out. It is recommended that an additional fire extinguisher be located in the main hall. The building was also fitted with a fire hose reel which is being maintained.

Disability

Generally, the building did have some accessible features and facilities however it was not fully compliant with the current Australian Standard. Compliant sanitary facilities were not present however level access to and within the building could be easily achieved. Only minor elements, such as door circulation spaces and door furniture were non-compliant.

Other

The building was in very good condition and regular normal maintenance routines are recommended.



General and Important Information

Glass Caution: Glazing in older buildings may not necessarily comply with current glass safety standard. In the interests of safety, glass panes in doors and windows especially in trafficable areas should be replaced with safety glass or have shatterproof film installed unless they already comply with the current standard.

Stairs & Balustrades: Balustrades and stairs may not comply with the current standard however they may comply with the requirements at the time of construction.

Trees: Where trees are too close to the building, the performance of the footing may be affected. A Geotechnical Inspection can determine the foundation material and advise on the best course of action with regards to tree placement.

Septic tanks: Should be inspected by a licensed plumber for current performance.

Surface & Subsurface Water Drainage: Surface run off could have an effect on the foundation material which in turn could affect the foundations. Best practice is to monitor the flow of surface water and stormwater run off and ensure it is directed away from the building.

Disability Access: The buildings are unlikely to comply with the current Standards however all obligations under the Disability Discrimination Act are mandatory. Significant works may be required to upgrade the building which may affect the heritage nature of the building. Further advice should be sought from an access consultant if a detailed analysis is required.

Services: Hydraulics, ventilation, air-conditioning, and other mechanical services are of a specialist nature and should be inspected by an appropriately qualified person. General function was tested only.


Cracking: Where any cracking is present in a building element, that cracking may be the result of one or more of a range of factors and that the significance of cracking may vary. The criteria for determining whether cracking is a structural defect is not solely related to crack width. Cracking in a structural element does not necessarily indicate a structural defect.



Scope and Limitations

Any person who relies upon the contents of this report, does so acknowledging that the following clauses form an integral part of the report.

1. This report is limited to a visual inspection of areas where safe and reasonable access is available and permitted at the time of the inspection. It does not purport to be geological as to foundation integrity or soil conditions, engineering as to structural, nor does it cover the condition of electrical, plumbing, gas or motorised appliances. It is strongly recommended that an appropriately qualified contractor check these services.
2. This report is not an all-encompassing report dealing with the building from every aspect. It is a reasonable attempt to identify any obvious or significant defects apparent at the time of the inspection. Whether or not a defect is considered significant or not, depends, to a large extent, upon the age and type of the building inspected. This report is not a Certificate of Building Compliance with the requirements of any Act, Regulation, Ordinance or By-law. It is not a structural report. Should you require any advice of a structural nature you should contact a structural engineer.
3. The inspection DID NOT include breaking apart, dismantling, removing or moving objects including, but not limited to, foliage, mouldings, roof insulation/ sisalation, floor or wall coverings, sidings, ceilings, floors, furnishings, appliances or personal possessions. The inspector CANNOT see inside walls, between floors, inside skillion roofing, behind stored goods in cupboards and other areas that are concealed or obstructed. The inspector did not dig, gouge, force or perform any other invasive procedures.
4. This Report does not and cannot make comment upon defects that may have been concealed. The assessment or detection of defects (including rising damp and leaks) may be subject to the prevailing weather conditions and whether or not services have been used for some time prior to the inspection. Accordingly, this Report is not a guarantee that defects and/or damage does not exist in any inaccessible or partly inaccessible areas or sections of the property.
5. No inspection for asbestos, mould or mildew was carried out at the property and no report on the presence or absence of such is provided. If during the Inspection asbestos or materials containing asbestos happened to be noticed, then this may be noted in the report.
6. Optimus is indemnified in respect of any and all liability, including all claims, actions, proceedings, judgments, damages, losses, interest, costs and expenses of any nature, which may be incurred by, brought, made or recovered against us arising directly or indirectly from the contents of the Report. We do not accept any liability for failure to report a defect that was concealed at the time of the inspection or for any failure to find such concealed defects.
7. This Report is prepared based on the opinion of the inspector, based on the information obtained at the time.
8. The Report is intended for the client's sole use only and is based on the inspection referenced in this report only. This report should not be relied upon in a contract of sale.
9. The Report may not be sold or provided to any other person without the express written permission of Optimus, unless the Client is authorised to do so. If Optimus gives permission, it may be subject to conditions such as payment of a further fee.



Please feel free to contact the inspector who carried out this inspection. Often it is very difficult to fully explain situations, problems, access difficulties, building faults or their importance in a manner that is readily understandable by the reader. Should you have any difficulty in understanding anything contained within this report then you should immediately contact the inspector and have the matter explained to you. The information in this Report is based on generally accepted practices and standards at the time of the inspection.

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