



WOLLONDILLY  
SHIRE COUNCIL

*Rural Living*

# PLAN OF MANAGEMENT FOR WARRAGAMBA TOWN HALL

**WOLLONDILLY SHIRE COUNCIL**

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## **PLAN OF MANAGEMENT FOR WARRAGAMBA TOWN HALL**

This plan was prepared to meet the core objectives for the management of community land pursuant to Section 36 of the Local Government Act 1993.

The Council adopted the draft plan at its meeting on 18 October 2004. Following exhibition of the draft plan, Council adopted the plan at its meeting on 19 December 2005. This plan is operative from 19 December 2005.

## **PART 1 INTRODUCTION**

### **Local Government Act 1993**

Council is required in terms of Section 36 of the Local Government Act 1993 to prepare plans of management for its community lands.

*Please refer to the Schedule attached to this set of plans for information relating to the preparation of plans of management.*

### **Other Considerations**

In preparing these plans, Council has endeavoured to ensure compatibility with a range of other plans and policies previously adopted by the Council, including:

- The State of Wollondilly Report.
- Wollondilly Vision 2025 - Visions for the separate communities and the Shire as a whole.
- Local Environmental Plan 1991.
- Stormwater Management Plans (Upper Georges River, Upper Nepean River and Wollondilly District).
- Stonequarry Creek Floodplain Management Plan.
- Strategic Management of Council's Assets Policy.

Should any specific item provided for in a community land plan of management be incompatible with existing plans or policies, then the provisions of those previously adopted plans and policies shall generally have precedence.

*Please refer to the attached Schedule for information relating to the Wollondilly Vision 2025.*

### **Proposed Future Management of the Land**

The plan outlines strategies for the ongoing management of the land detailing Council's expectations in relation to matters such as general condition and usability, suitability for all people regardless of physical ability, health and safety concerns, environmental concerns and cost effectiveness.

Council will continue to seek ways and means of improving its management of these lands for the benefit of the public at large. It proposes to develop a comprehensive asset management program and to continue to develop its asset maintenance program to achieve a high level of service at an affordable and sustainable cost.

Council's focus in these plans is to:

- Improve accessibility for people of all ages and levels of ability.
- Upgrade and improve existing facilities rather than build new facilities.
- Improve the standard of amenities provided.
- Improve the level of service provided.
- Address health and safety issues.
- Address environmental issues.
- Provide cost effective services.

## PART 2 – PROPERTY DETAILS

### 1. LAND SUBJECT TO THIS PLAN

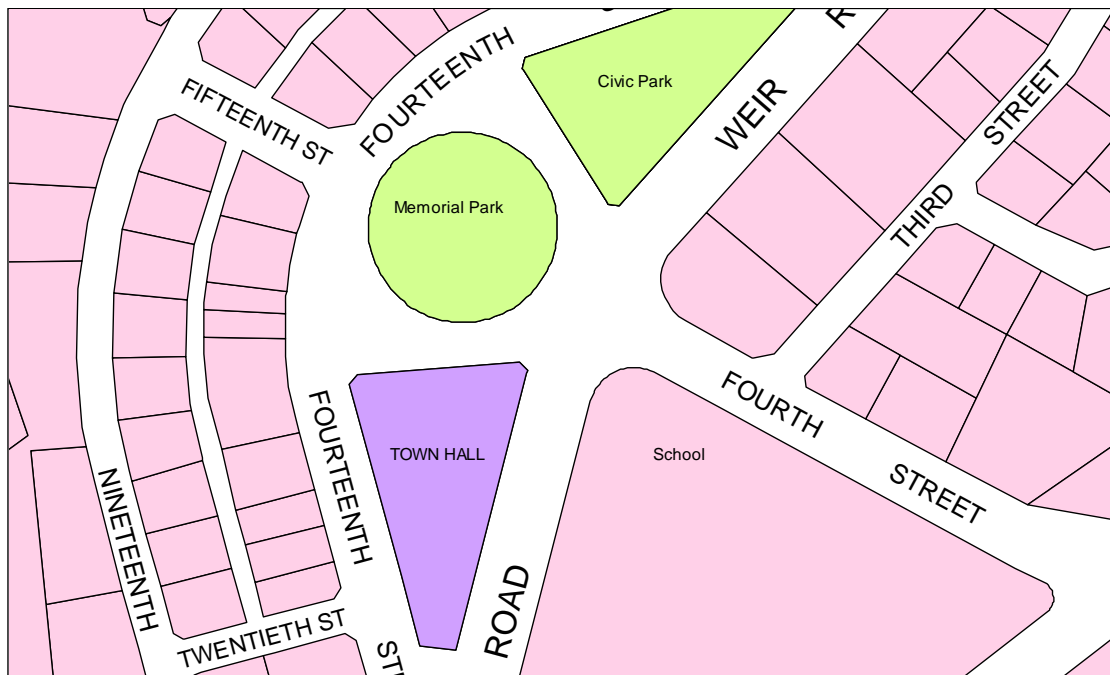
This plan of management applies specifically to the Warragamba Town Hall described below:

#### WARRAGAMBA TOWN HALL

Description: Lot 76 DP 21049 (3275 m2)  
Certificate of Title: 9213/90  
Zoning: 5(a) Special Uses (Civic Centre)  
Owner: Wollondilly Shire Council  
Location: Between Fourteenth Street and Weir Road, Warragamba, as shown in Figure 1 below.

The property was acquired from the Metropolitan Water Sewerage and Drainage Board in July 1972.

**Figure 1**



## **2. DESCRIPTION OF THE LAND AT THE TIME OF PREPARATION OF THE PLAN**

The land is a triangular block in the Warragamba town centre. The Hall is at the northern end of the property. There are a number of mature trees on the land. The land has a slight slope, requiring small retaining walls to be constructed at the rear of the property. The site is elevated, requiring steps to access the land. The southern end of the land contains an easement for the town water main. There are a number of other water, sewer and electrical services within the land.

## **3. LAND STATUS AND OWNERSHIP**

The land is freehold land owned by the Wollondilly Shire Council.

## **4. LAND CLASSIFICATION**

The land is classified as “community land” in terms of Section 27 and clause 6 of Schedule 7 of the Local Government Act 1993.

## **5. CURRENT MANAGEMENT REGIME**

Council currently manages the land and facilities. The Warragamba Town Hall Management Committee, a committee of Council pursuant to section 355 of the Local Government Act 1993, currently manages the day to day operation of the land and the Hall for Council.

## **6. CONDITION OF THE LAND AND STRUCTURES ON ADOPTION OF THE PLAN**

The Hall was basically sound but required considerable external repairs to prevent deterioration of the structure. The gutters and downpipes required replacement and some external timbers needed to be renewed. The Hall also required interior and exterior painting.

The Hall is some 50 years old and was constructed as a meeting place and social venue for the Warragamba Dam project workforce and their families. The facility was in need of major upgrading to meet the needs of the current and future anticipated population. In particular, the kitchen needed to be renewed and the toilets (inside and outside) needed to be upgrade to current accessibility standards.

The floor was in excellent condition, having been recently renewed. One annexe had been upgraded to provide accommodation for the Senior Citizens Club.

## **7. LAYOUT OF EXISTING FACILITIES**

Attached as **Appendix 1** is a plan showing the layout of the site at the time of adoption of the plan.

## **8. USE OF THE LAND AND STRUCTURES AT THE TIME OF ADOPTION OF THE PLAN**

The Hall is used by a wide range of community groups including the Warragamba Primary School, which uses it as a school assembly hall, the senior citizens club, social and community events and after school activities (dance, karate and the like).



## **PART 3 – MANAGEMENT ISSUES**

### **1. COUNCIL’S STATEMENT OF PURPOSE**

*To create opportunities in partnership with the community. To enhance the quality of life and the environment, by managing growth and providing services and facilities of the highest quality.*

### **2. WOLLONDILLY VISION 2025**

Derived from community workshops held in February and March 2003 Council adopted " A Vision for Wollondilly 2025" incorporating nine separate visions covering all aspects of the Shire’s future having regard to the lifestyle needs of the residents through to the uniqueness of the rural countryside and the various towns and villages.

The Vision provides Council with a framework to develop new strategies and policies and to guide the organisation so that it can effectively play its vital role in the delivery of the Vision.

Visions 1 and 7 are particularly relevant for the management of community lands and Crown Reserves under the care and control of the Council.

*Please refer to the attached Schedule for details of the Visions and Vision Strategies that particularly affect Council managed land.*

### **3. RECREATION DEMAND AND OPPORTUNITIES**

A preliminary pre-publication Summary Report on the Western Sydney Regional Recreation Demand and Opportunities Study has identified, among other things, that the following issues affect the acquisition and/or development of future recreational assets.

#### **Demand for Informal Use of Parks**

*Note: Refer to Key Vision Strategy 7.1*

#### **Demand for Access to Water (Visual and Physical)**

*Note: Refer to Key Vision Strategy 7.8*

#### **Demand for Interaction with Nature**

*Note: Refer to Key Vision Strategy 7.2*

#### **Connections and Travel on Trails and Routes**

*Note: Refer to Key Vision Strategies 7.4 and 7.7.*

## 4. OTHER EXPRESSED DEMANDS AND OPPORTUNITIES

### Targeting Youth

*Note: Refer to Key Vision Strategy 7.5*

### Targeting People with a Disability

*Note: Refer to Key Vision Strategy 7.1*

### Targeting People from Non English Speaking Backgrounds

*Note: Refer to Key Vision Strategy 7.1*

### Cultural and Civic Spaces

*Note: Refer to Key Vision Strategy 7.5*

### Demand for Sports Facilities

“Existing facilities should where necessary be upgraded and demand managed through greater use of mid week competitions and multi purpose use of grounds between seasons and sports types.”

*Note: Refer to Key Vision Strategy 7.5*

## 5. SUCCESS FACTORS

Council has identified a number of factors, which contribute towards the success of public places. The first four key qualities affect particularly the users of the place; the fifth factor, value for money, affects both users and providers.

- Access and Linkages
- Comfort and Image
- Uses and Activities
- Sociability
- Value for Money

*Please refer to the attached Schedule for further information about the key success factors identified.*

## **PART 4 – MANAGEMENT OBJECTIVES**

### **1. LAND “CATEGORISATION”**

Council is required to categorise the land according to its use type and to manage it so as to achieve the core objectives for the land categories.

The Act provides guidelines for choosing the category or categories to be applied. A parcel may be categorised as one or more separate categories according to its use and the characteristics of the land.

*Please refer to the attached Schedule for the guidelines for categorisation of community land according to its proposed use and land characteristics.*

The Council proposes to categorise the land in this plan according to legislative guidelines as “for general community use”.

### **2. MANAGEMENT OBJECTIVES**

#### **1. CORE OBJECTIVES FOR THE MANAGEMENT OF COMMUNITY LAND**

The Local Government Act prescribes “core objectives” for managing community land according to its category. These core objectives help councils to focus on the essential aspects of each area of land and to determine key performance targets.

Council proposes to manage the various parts of the land according to the Local Government Act core objectives and Council’s other objectives.

##### ***General Community Use***

The core objectives for management of community land categorised as for “general community use” are:

1. to promote, encourage and provide for the use of the land;
2. to provide facilities on the land, to meet the current and future needs of the local community and of the wider public:
  - in relation to public recreation and the physical, cultural, social and intellectual welfare or development of individual members of the public; and
  - in relation to purposes for which a lease, licence or other estate may be granted in respect of the land (other than the provision of public utilities and works associated with or ancillary to public utilities.

#### **2. COUNCIL’S OTHER OBJECTIVES**

1. Public Safety and Risk Management
2. Bushfire Hazard Management

3. Traffic Management
4. Economically sustainable development
5. Community development – building social capital

### **3. THREATENED SPECIES LAW**

No threatened or endangered species have been identified on this land.

### **4. FUTURE USE OF THE LAND**

Council proposes to continue to use the Town Hall as the main centre for social, cultural and recreational activities, with only limited accommodation for community based service organisations (principally, for services to the senior members of the community).

**Note:** Council is proposing to build a new community centre to better provide for other social and community services currently provided for at the Neighbourhood Centre and Elder Care Cottage.

### **5. FUTURE USE AND DEVELOPMENT OF THE LAND**

Council proposes to upgrade and modify the premises, as funds permit, to make them more accessible to the frail elderly and to people with a disability and better able to meet the requirements of the community in general.

Specifically, Council proposes to seek professional input into upgrading the hall. Proposed works include:

- Construct a second office to accommodate personnel associated with the provision of government or Council funded services to the community.
- Modify or replace the outside toilet facilities to meet required disability access standards and health standards.
- Provide disabled access toilet facilities in the hall.
- Upgrade the kitchen facilities.
- Undertake long deferred maintenance of the roof, gutters, downpipes and exterior cladding.
- Provide accessible access from the car park (which may require some excavation)

Council will also consider minor landscaping improvements.

#### **1. Schedule of Permitted Uses and Permitted Development**

Attached as **Appendix 2** is a schedule in terms of Section 36(3A)(b) specifying the purposes for which the land and any existing buildings or improvements will be permitted to be used, the purposes for which any further development of the land will be permitted whether under lease or licence or otherwise and the scale and intensity of any such permitted use or intensity.

## **2. Management Strategies and Performance Measures**

Council has prepared strategies to enable it to effectively manage this land, and has established some means of measuring its performance. The strategy plan is attached as **Appendix 3**.

## **3. Master Plan**

Detailed design of the proposed upgrading work has yet to be undertaken. An indicative proposal is shown as **Appendix 4**.

## **4. Development Plan**

Attached as **Appendix 5** is a proposed development plan, which outlines proposed future development. As all future capital expenditure must be able to be justified in terms of the Strategic Management of Council's Assets Policy and is subject detailed design and to the availability of funding, Council is unable to provide more than an indicative time frame or a "rough order" estimate of costs for these proposed future works.

## **6. LEASES LICENCES AND OTHER ESTATES**

### **1. Authorisation**

This Plan expressly authorises the leasing, licensing or granting of any other estate over the land subject to the provisions of sections 45 and 46 of the Local Government Act 1993. Applications for lease licence or grant of an estate will be considered by Council on their merit.

Any proposed lease, licence or other estate over the Crown Land portion of the land will be subject to consultation with the Department of Crown Lands and subject to the permitted uses being consistent with the reserves public purpose and the requirements of the Crown Lands Act.

Any lease, license or other estate would however need to be for the purpose of meeting the management objectives for the land. As "for general community use".

### **2. Tendering for Leases Licences and Other Estates**

A lease or licence for a term exceeding 5 years may be granted only by tender in accordance with Division 1 of Part 3 of the Act unless it is granted to a non-profit organisation. The Council may however apply a tender process in respect of the grant of any particular licence or estate over the land.

## **7. APPROVALS FOR WORKS ON THE LAND**

### **1. Wollondilly Local Environment Plan 1991**

The land is zoned 5(a) Special Uses (Civic Centre)

Any development on the land must be in accordance with the objectives and permitted works applying to that zone.

**2. *Activities Requiring Council Approval (Section 68, Part D, Local Government Act 1993)***

This plan provides that the following activities on the land will be permitted only with the prior approval of the Council in writing:

- Engage in a trade or business.
- Direct or procure a theatrical, musical or other entertainment for the public.
- Construct a temporary enclosure for the purpose of entertainment.
- For fee or reward, play a musical instrument or sing.
- Set up, operate or use a loudspeaker or sound amplifying device.
- Deliver a public address or hold a religious service or public meeting.

Note: the erection of an advertising sign is considered to be engaging in a trade or business.

**3. *Advertising and Signage***

The erection or display of advertising and signage within New South Wales is subject to State Environmental Policy No 64 – Advertising and Signage.

- (1) This Policy applies to all signage:
- (a) that, under another environmental planning instrument that applies to the signage, can be displayed with or without development consent; and
  - (b) is visible from any public place or public reserve, except as provided by this Policy.

**Note:**

Public place and public reserve are defined in section 4 (1) of the Act to have the same meanings as in the Local Government Act 1993.

- (2) This Policy does not apply to signage that, or the display of which, is exempt development under an environmental planning instrument that applies to it.

**4. *Prohibited Activities***

This plan prohibits the following activities on the land:

- Cutting down or removal of any tree, shrub or other plant material by other than an authorised person.
- Any activity that interferes with the public's use and enjoyment of the premises (including littering, breaking glass, writing graffiti on structures or intentionally damaging the grounds or structures).

*Appendix 1 - Existing Layout Plan*

**Appendix 2 - Permitted Uses and Development**  
*(subject to development consent if required)*

Purposes for which the land and any existing buildings or improvements will be permitted to be used.(Sec 36(3A)(b)(i))	Purposes for which any further development of the land will be permitted whether under lease or licence or otherwise.(Sec 36 (3A)(b)(ii))	The scale and intensity of any such permitted use or development. (Sec 36(3A)(b)(iii))
<ul style="list-style-type: none"> <li>• Accommodation for community service providers, religious and other meetings, social events , public events and private hire including weddings and other social functions, fundraising activities and other community based activities including play groups.</li> <li>• Public performances (theatre, dance, art etc)</li> <li>• Senior Citizens Clubrooms</li> <li>• Community open space</li> <li>• Passive recreation</li> <li>• Public toilet facilities</li> <li>• Access and car parking</li> <li>• Filming projects</li> <li>• Showing of films (subject to development consent)</li> <li>• School functions including school assemblies</li> </ul>	<ul style="list-style-type: none"> <li>• Extensions, alterations and upgrades to the land and building to facilitate access and use.</li> <li>• Public facilities as required from time to time to meet the needs of the community</li> <li>• Public toilet facilities</li> <li>• Car parking and access</li> <li>• Showing of films (subject to development consent)</li> <li>• Public performances and displays (arts, crafts, dance, theatre and the like)</li> <li>• Landscape upgrades including excavation if required to provide improved wheelchair access from car park to hall.</li> </ul>	<ul style="list-style-type: none"> <li>• So as not to increase size of building by more than 25%.</li> <li>• Minor facilities e.g. bike rack, seating</li> <li>• Fully accessible to meet needs of local community.</li> <li>• As required to facilitate access.</li> <li>• Subject to Council approval (as owner) as to conditions of use and DA consent.</li> <li>• Occasional use and subject to Council approval as to conditions of use)</li> <li>• As required to facilitate public access to Hall and external toilet facilities.</li> </ul>



**Appendix 3 - Management Strategies & Performance Measures**

Key Vision Strategies & Management Objectives	Proposed Practical Steps to be Taken (subject to funding)	Success Factors (universal values)	Performance Measures
<p>S7.1 Develop appropriate, well designed, accessible open spaces uses in town centres.</p> <p>S7.1 Lobby support and ensure the establishment of accessible and appropriate local and regional education, recreation, cultural, health and community services</p>	<p>1(a) Promote the use of the facilities to encourage use.</p>	<p>Sociability, Access and Linkages, Uses and Activities Comfort and Image</p>	<p>1(a) Record of promotion of facilities.</p>
	<p>1(b) Provide a concise, easy to read guide to the hire of Council facilities.</p>		<p>1(b) Guide available to users.</p>
<p>S 7.5 Provide needed recreation and cultural facilities, activities and events (including youth facilities,..., cultural venues and major park upgrades).</p>	<p>2(a) Subject to demand, alter the Town Hall to provide some accommodation for community service providers.</p>	<p>Sociability, Access and Linkages, Uses and Activities, Comfort and Image, Value for Money</p>	<p>2(a) Alterations completed.</p>
	<p>2(b) Upgrade or replace public toilet facilities.</p>	<p>Uses and Activities, Comfort and Image, Access and Linkages</p>	<p>2(b) Toilets meet standards for public access.</p>

Key Vision Strategies & Management Objectives	Proposed Practical Steps to be Taken (subject to funding)	Success Factors (universal values)	Performance Measures
	2(c) Upgrade or replace toilets in the Town Hall.		2(c) Toilet facilities meet standards for public access.
	2(d) Upgrade kitchen facilities.		2(d) Upgrade completed.
	2(e) Repair or renew guttering, downpipes and exterior cladding where required to protect the integrity of the structure.		2(c) Remedial works completed and building is weather tight.
	2(f) Upgrade grounds surrounding the Hall to provide a simple rest area in the retail centre.		2(f) Upgrade completed.
<ul style="list-style-type: none"> <li>• Manage activities with regard to any adverse impact on nearby residences.</li> </ul>	3(a) Conditions of Hire or Use Agreements provide adequately for the containment of noise within the premises at levels that will not disturb the neighbouring residents or attract the attention of the Council's Ordinance Officers or the Police.		3(a) No complaints of neighbours being disturbed by noise emanating from the premises.
	3(b) Provide a bike stand in a convenient location near the Town Hall.	Access and Linkages	3(b) Bike stand installed within two years of adoption of the plan.

Key Vision Strategies & Management Objectives	Proposed Practical Steps to be Taken (subject to funding)	Success Factors (universal values)	Performance Measures
<b>COUNCIL'S OTHER OBJECTIVES</b>			
<b>Risk Management</b> S9.7 Implement planning guidelines and controls that ... implement safety by design principles.	4(a) Ensure that plans and designs for building alterations and upgrades or landscape construction works incorporate safer by design principles.	Comfort and Image, Uses and Activities, Sociability	4(a) No untoward incidents resulting from poor or unsafe design.
Adequately address all public safety and risk management issues.	4(b) Inspect the land each six months to ensure that there are no risks to public health and safety.	Uses and Activities, Comfort and Image	4(b) Inspection reports identify required works if any; action reports indicate remedial work completed.
- Infrastructure	4(c) Act promptly upon any requests for repairs to or maintenance of any facility or infrastructure within the land.		4(c) No complaints of long outstanding requests for action.
	4(d) Inspect electrical wiring and renew if required.		4(d) Electrical wiring inspected and renewed if required.
	4(e) Repaint exterior cladding.		4(e) Cladding repainted.

Key Vision Strategies & Management Objectives	Proposed Practical Steps to be Taken (subject to funding)	Success Factors (universal values)	Performance Measures
<b>Community Development – Building Social Capital</b>			
<p>Assets are provided where considered necessary to support Council's service delivery objectives.</p> <p>Vision 9: The community has access to cultural and recreational facilities.</p>	<p>5(a) Advocate for provision by others of facilities to meet the needs of the community and provide additional assets required to support and maintain the best interests of the community.</p>		<p>5(a) There is an appropriate range of social and recreational facilities to meet the needs of the community.</p>
<p>Special consideration is given to the social and recreational needs of young people.</p>	<p>5(b) Consider the special needs of youth when planning new community recreational and social facilities.</p>		<p>5(b) A greater range of entertainment and recreational activities are available to youth.</p>

*Appendix 4 - Indicative Proposed Master Plan*

*Appendix 5 - Development Plan*

**Draft Development Plan**

<b>Item</b>	<b>Action</b>		<b>Capital Cost (estimate)</b>	<b>Priority</b>
2(a)	Alter premises to accommodate service providers.		\$15,000	High
2(b)	Upgrade or replace public toilets.		\$100,000	High
2(c)	Upgrade or replace toilets in the Hall.		\$60,000 - \$100,000	High
2(d)	Upgrade or renew the kitchen joinery and fittings.		\$20,000	High
2(e)	Repair or renew gutters, downpipes and exterior cladding as required.		\$15,000	High
2(f)	Upgrade hall surrounds – provide rest area,		\$5,000	Medium
3(b)	Provide a bike stand near the Hall.		\$2,500	Medium
4(d)	Inspect electrical wiring and renew if required.		\$20,000	High
4(e)	Repaint exterior cladding		\$60,000	High

