

PRINCES WHARF SHED NO.1

DRAFT SUMMARY PROFILE DOCUMENT FOR EVENT ORGANISERS

OVERVIEW OF PW1

The renewal of Princes Wharf Shed No. 1 (PW1) will provide a wide range of event options and facilities as a Community Centre and Function Centre.

Stage 1 construction was completed in October 2010 and Stage 2 construction will be completed by the end of June 2011.

Following the renewal of PW1 the facility will be available for a wide variety of events. It will offer functional and flexible event space, two internal fly towers ('bookends'), together with an upgraded forecourt with catenary lighting and a new shaded external deck area. PW1 will be available for both community and commercially based events, with a strong focus on community based uses and associated organisations. Anticipated uses include the following:

- Festivals
- Arts events (theatre, visual arts, dance, music)
- Sports
- Conferences
- Banquets
- Community events
- Forecourt activities
- Activities on Castray Esplanade raised decks
- Small, medium and larger scale events inside PW1
- Expos
- Commercial events
- Events of special significance

As part of the building renewal there will be a large range of equipment and facilities available for use by event organisers, both internally and externally. A list of equipment and facilities to be installed following Stage 2 works is included as **Attachment 1**, and Key Features are summarised below.

PW1 is defined as Princes Wharf Shed 1 and its immediate title surrounds including the Forecourt (30 Morrison Street, Hobart), and the proposed Deck areas fronting Castray Esplanade. The 'wharf apron' immediately adjacent to PW1, and the 'paddock' area between PW1 and Princes Wharf Shed No. 2 is occupied and managed by TasPorts, and can be made available for events subject to availability and separate agreement with TasPorts. Users should note that TasPorts has security requirements over these areas, particularly when certain classes of vessels are berthed at Princes Wharf.

INDICATIVE SIZES, DIMENSIONS AND CAPACITIES

A summary of the approximate areas, dimensions and indicative capacities of the main areas and facilities available for use as part of PW1 following the renewal is as follows. It should be noted that the shed has a total internal population capacity of 1,500 persons.

| Event Facility | Area (sq metres) & Dimensions (m) <i>Note 2</i> | Banquet (no. persons) | Cocktail (no. persons) | Theatre (no. persons) | Cooking /Exhibit/other Booths |
|---|--|------------------------------------|------------------------|--|--|
| PW1 - Whole Shed | 3,470 sq metres (total net lettable); 2,646 sq m (open internal area between 'bookends') <i>Note 1</i> Internal dimensions – 27.3 m x 136 m 'door to door'; and 27.3 m x 99 m between 'bookends'. Lowest clearance - 4.3 m beneath heaters. External dimensions – 28 m x 138.5 m. | 1,000 to 1,500 depending on layout | 1,500 | Total 690 seats provided (i.e. 194 stackable seats, and 496 seats in 8 raked retractable banks) | Minimum of 4 cooking booths (each 3.0 x 4.8 m). Exhibition booth capacity subject to layout configuration |
| External Deck facing Castray Esplanade <i>Note 2</i> | 1,035 sq m Width approx. 9 metres | N/A | 500 | N/A | N/A |
| Forecourt <i>Note 2</i> | 2,500 sq m Longest length 74 metres. Widest width 41 m. Area beneath catenary structure 784 sq metres (i.e. 28 m x 28 m). | N/A | N/A | 2,000 - standing for a concert; 690 - seated in supplied separate and raked seats (see details under 'whole shed') 1,500 - festival format | Exhibition/other booth capacity subject to layout configuration |
| Shipping containers - relocatable | 2 containers, each 6.06 m x 2.44 m. | N/A | N/A | N/A | One fitted as a café kiosk. One fitted as a ticket/information booth. |

Note 1 - The building has a licensed capacity of 1,500 patrons. The site person capacity can be extended to approximately 5,000 patrons at any one time with a Temporary Occupancy Permit. Population numbers by type of event are estimates. The clear open area in the shed between the bookends of approximately 2,646 sq metres can be divided into three separate curtained areas of approximately 970, 890 and 780 sq metres. Not Applicable (N/A) refers to an element that may not be possible or usual as a one off event e.g. outdoor banquet in Forecourt.

Note 2 – Additional population on the Deck area would exceed the Occupancy Permit population maximum for the shed component (maximum 1,500 persons) and would invoke the requirement for a Temporary Place of Assembly Licence. Any event within the grounds of the site but excluding the Shed itself would invoke a Temporary Place of Assembly Licence. All areas, dimensions and person capacities are approximate and should be verified on-site.

Site and Building Plans are attached – refer **Attachment 2**.

KEY FEATURES

Following completion of the Stage 2 in June 2011, PW1 will include the following key attributes:

- Expansive, predominantly original polished concrete floor throughout main shed area. The floor has a natural fall of approximately 400 mm from Castray Esplanade side to ‘wharf apron’ side (i.e. south to north). It should be noted that there are to be no concrete anchor bolts (e.g. ‘dynabolts’) installed into any part of PW1 or the Forecourt.
- Two fly towers or ‘bookends’ at either end of PW1, and an associated mezzanine in the eastern end linked to first floor ‘back of house’ preparation facilities. The bookend at the Forecourt end will contain a ground floor beverage cool room.
- Green Room on first floor (‘paddock’ end) with dressing rooms, plus a general change room (with toilets and showers) that can also be used as an office/rehearsal room or exhibition storage space (71 sq metres).
- Ground floor administration or production offices/meeting rooms near front entrance (36 sq metres). Located behind the east (i.e. ‘paddock’ end) bookend will be a 137 sq metre rehearsal space.
- Moveable (internal and external) retractable seating for 496 people in 8 banks of raked seating rows, and 194 individual matching individual stackable chairs (i.e. a total of 690 seats). Each bank of retractable seats includes 6 rows and 62 seats. Banks are moved within the shed with a ‘tug’ (provided), and outside the building with a forklift (not provided). Seats are red in colour and finished in vinyl. There is an additional labour cost to set up the seating as required. Dimensions of each retractable bank is:
 - Closed - depth 1.3 m, width 6 metres
 - Open - depth 5.6 m excluding front step, width 6 metres
 - Overall closed height - 2.8 metres.
- Thirty (30) portable indoor tables.
- Single and 3 phase power, water and gas (natural, with reticulation of LPG available) available in PW1 interior in specified locations. Total available power internally is 400 amps.
- Theatre/exhibition lighting within PW1 is available and can be used in two fixed positions. Lighting changes and relocations are to be managed through the site manager.
- Public address system and separate 6 speaker dedicated sound system available inside PW1 (including 1000 watt speaker system, sound mixer, graphic equaliser, CD player, microphone and cabling), and CCTV inside and outside PW1. To be installed and operated by appropriately qualified personnel. There are to be three stage points (in each bookend and one other location) and three control points located inside the Castray Esplanade side wall.
- A hearing loop (single zone and wireless) available to the majority of the shed.

- Vertical black room partition blinds divide the internal area between the bookends roughly into 'thirds' and are remote controlled (note egress gaps to be located at either end of blinds). Approximately eighty (80) metres of black woollen theatre drapes is available and can be hung via chains throughout the shed (21 drops, each 3.8 metres length allowing for an overlap). Room partition blinds and drapes fall from the lower trusses to the floor (i.e. approximately 5 metre drop). Upper level clerestory window blinds with remote control.
- Portable stage comprising 15 'Megadeck' stage panels each 1.2 m x 2.4 m (total area 43.2 sq m), at 600 mm height, with handrails and steps. Panels can be configured in any manner.
- Category 6 wiring with designated audio visual cabling and associated backbone distribution systems throughout the interior provides flexible usage options.
- Black gas radiant heating suspended from roof trusses inside PW1.
- WiFi throughout the site, subject to prior arrangement with Wireless Tasmania – www.wirelesstasmania.com.au.
- Events offices (36 sq metres), toilets and facilities located inside the main PW1 entry (i.e. Forecourt entrance). Two ground offices/store rooms located adjacent to the roller shutter door (total 34 sq metres) at 'paddock' end. Shower facilities (including disabled shower) located at 'paddock' end adjacent to the toilets.
- Catering service kitchen (6.8 m x 8.7 m) with substantial stainless steel benches (710 mm wide), commercial rangehood, commercial dishwasher and separate glasswasher; adjacent dry stores area (2.2 metres 6.0 metres), cool room (4.9 metres 3.0 metres), freezer room (2.9 metres 2.2 metres) and additional 'plug-in' facilities. Note that the kitchen is not fitted with stoves, cooktops and other cooking equipment. Event hirers may bring in their own cooking equipment and 'plug-in' to electrical and mains gas.
- Self contained demountable stainless steel cooking cubicles with individual exhaust hoods and risers, sinks and lighting with plug-in plumbing points along the centre of the shed (water, gas and electricity). When not in use these will be removed and most to be stored off-site. Although designed for the *Taste Festival* these facilities are available for other events at an additional transport, set up fee and hire charge per cubicle.
- Truck bump-in bump-out facilities with vehicle to the shed interior, via a loading bay from the 'paddock'. The maximum entry width into the shed from the 'paddock' is 6.09 metres. The width between the 'paddock' end bookends is 4.5 metres, sufficient to allow a 2.5 metre width semi trailer.
- An open space beneath the catenary structure in the Forecourt (size 28 x 28 metres) with services in each catenary pole for single phase (2 x DGPO's) and 3 phase (1x 40 amps) power, data (4 x RJ45), additional 3 phase power (300 amps general power and 100 amps audio power) can be made available through temporary underground conduits (cables not provided), hydraulics services (water mains supply and sewerage connections), and in-built audio speakers to each pole. Overhead is an elevated canopy comprising a 'catenary' lighting structure with integrated shade cloth sails covering approximately half the total catenary area. Lower height is approx 10 metres above ground level. Additional 'live loading opportunities' for special lighting, gantries, etc., may be available from this structure, subject to individual application. Use of the lighting structure is by prior arrangement through Event Management.
- Two (2) shipping containers will be available for hire in the Forecourt and can be used for a variety of purposes. The containers can be serviced through in-ground services. One will be fitted out and available as a café/kiosk facility and one as a ticket sales/vendor facility.
- Elevated timber deck area facing Castray Esplanade with a total width of approximately 9 metres. Includes 10 manually operated fully retractable shade awnings extending the

width of the deck. Access from the deck area to the main building is via three breaks in the deck. Portable steel and fabric perimeter fencing to be located along the edge of the deck area is available for hire.

- Total building toilet numbers are as follows with associated person capacities:
 - Male x 5 WCs / 11 Urinals = 850 persons
 - Female x 12 WCs = 850 persons
 - Equal Access Toilets (Unisex) x 3 = 300 persons
 - Mezzanine Staff Toilets (Unisex) x 3 = 300 persons

Included in the above numbers are the following public toilet numbers located immediately outside the main entrance near the Forecourt that are available for public use (when the shed and Forecourt has not been hired out) between 7am and 7pm Sunday to Friday, and 7am to 10pm Saturday:

- Male x 2 WCs / 3 Urinals
- Female x 4 WCs
- Equal Access Toilet1 (Unisex) x 1

FLOOR, TRUSS AND CATENARY LIGHTING STRUCTURE LOAD DATA

- Shed floor loadings (to Australian Standard AS1170.1):
 - Public spaces: 5.0 kPa Imposed
 - Mezzanine: 3.0 kPa Imposed
 - Deck Type 2: 2.0 tonne axle load
- Truss bottom chord live loads:
 - On pipes 50 kg at 1.5 metre centres
 - At truss nodes 250 kg
 - Maximum total load on truss 1,000 kg
- Catenary lighting structure:
 - Maximum cable additional live load on any node – 75 kg
 - Maximum total weight of additional live loads:
 - If sails up – 300 kg (i.e. 4 x 75 kg)
 - If sails down – 1,000 kg (13 x 75 kg)

TasPorts can provide load data in respect to the ‘wharf apron’.

Refer also to the attached detailed Equipment and Facilities Schedule (internal and external) – refer **Attachment 1**; Site and Building Plans refer **Attachment 2**.

FOOD AND BEVERAGE PREPARATION AND SERVICE FACILITIES

PW1 has been designed specifically to facilitate catering for limited food preparation, serving and the sale of food and beverages for a variety of events. The shed includes a limited fitout commercial kitchen, designed for mainly serving of food rather than full commercial preparation, with cool and freezer room facilities. For larger events additional cool rooms can be brought on-site. The kitchen has been developed to current public health and building standards for large scale catering and serving of food and will be licensed as a commercial kitchen.

Specifically designed temporary food kitchens with individual cooking exhaust hoods and dry food preparation stalls have been developed for indoor use specifically for the *Taste Festival* and other large scale similar events. These will be packed away off-site when not in use, with several to be retained and stored on-site. These are available for separate hire. There are restrictions on cooking within the shed. Other than the use of the commercial kitchen and the temporary food

kitchens, other cooking options in the shed will be subject to negotiation with hirers. Note that building regulations do not allow the use or storage of LPG gas bottles within the building itself.

HOURS OF OPERATION AND NOISE RESTRICTIONS

Under the Sullivans Cove Waterfront Authority Planning Permit for PW1 the following conditions apply to the renewed venue:

- The approved hours of operation for the renewed PW1 are between 8.00am to 12 midnight seven days a week, with the exemption of New Years Eve when the premises can be open between 8.00am to 2.00am the following New Year's Day. This time does not include the time required for set up and breakdown of events. On request, the Sullivans Cove Waterfront Authority may agree to relax these time limits for a specific day or days.
- The renewed PW1 venue has noise limits. Sound generated from any amplified sound system operating within the site must not exceed 65 dBA LAeq 15 min from outside the nearest residential or visitor accommodation. On request, the Sullivans Cove Waterfront Authority may agree to relax these noise limits for a specific day or days.

HIRE RATES AND BOOKINGS MANAGEMENT

The post completion daily rates to hire the PW1 facility from 1 July 2011 until December 31 2011 are \$4,000 per day plus GST with a 30% discount for not-for-profit organisations with tax exempt status i.e. \$2,800 per day plus GST. A 50% reduction off the agreed daily rate for the bump in and bump out days applies.

The Forecourt, Deck and Green Room may be hired separately, subject to availability, at rates of \$1,500 per day for the Forecourt or the Deck, and \$250 per day for the Green Room. Not-for-profit exemptions apply and GST is payable in addition to the hire charge. Hirers must provide their own security services.

The PW1 venue must be financially sustainable with sufficient funding for maintenance and repairs and does not have an associated grant scheme, and as such cannot sponsor events. Potential not-for-profit users should seek sponsorship from established government and council grant funding programs and from the private sector.

Between 1 July and 31 December 2011 the additional charges for hiring the retractable seating, portable kitchens, food preparation and hand-wash facilities, deck fencing and shipping containers is as follows, noting that all hire equipment is to remain on-site:

| Item | Daily Hire Rate (plus GST) Note 1 | Not for Profit Hire Rate (plus GST) Note 1 |
|---|-----------------------------------|--|
| Retractable seating (seat hire and tug only). Excludes relocation and pack up charges. Note that relocation of the seating outside the shed requires a forklift which is to be supplied and is payable by the hirer | \$TBC | \$TBC |
| Cooking stalls (stall hire only per stall). Excluding relocation and set up fee | \$TBC | \$TBC |
| Outside shipping container (cafe/servery type facility) | \$TBC | \$TBC |
| Outside shipping container (sales booth type facility) | \$TBC | \$TBC |

| Item | Daily Hire Rate (plus GST) Note 1 | Not for Profit Hire Rate (plus GST) Note 1 |
|--|-----------------------------------|--|
| Deck perimeter fencing (fencing hire only). Excluding installation and packing up | \$TBC | \$TBC |
| Ad-hoc labour charge (e.g. relocation of retractable seating within shed; cooking stalls set up and pack up cost; fencing set up and pack up cost). Note that if specialist trades are required e.g. plumbers and electricians these will be charged 'at cost' | \$TBC per hour | \$TBC per hour |

Note 1 - 'TBC' = To be confirmed following appointment of Site Manager. Hire charges during bump in/out period are set at 50% of the above daily/hourly rates. Hire and Charges may be reviewed for the period commencing 1 January 2012.

The Site Manager of PW1 and TasPorts work closely to ensure cooperation to hirers. Should potential hirers of PW1 be interested in also hiring the 'wharf apron' and or the 'paddock' on a commercial basis (and consistent with the requirements of port operations) the interested parties can contact TasPorts as follows:

Ms Barbara McGregor
 Manager Corporate Communications
 TasPorts
 Ph (03) 6222 6128
 Email: barbara.mcgregor@tasports.com.au

TasPorts can provide the information applicable to hiring the 'wharf apron' and the 'paddock' areas. TasPorts has advised that the current hire rates for the 'wharf apron' and the 'paddock' areas are \$700 per day for each area plus GST.

Event hirers for PW1 will be required to enter into a standard form Hire Agreement that will include hirer responsibilities, charges, insurance and other requirements and standards. At the commencement and completion of the hire period hirers are required to complete a Condition Report. Hirers will be responsible for the cleaning and removal of all rubbish and debris by the completion of the hire period. Potential hirers of the 'wharf apron' and 'paddock' areas will be required to enter into a separate agreement with TasPorts.

A tender process will be undertaken to appoint a Site Manager (responsible for the overall management of the facility, event negotiation and contracting, bookings, financial management, licence renewals and vetting, equipment management, promotions, key stakeholder management, maintenance and security) with a view to the new arrangements being in place from mid 2011. Hirers should note that it is not the intention to have permanent on-site management. In the interim please contact the Interim Event Manager for further information:

Tania Parkes
 PW1 Interim Event Manager
 Mobile: 0419 491 166
 Email: taniaparkes@taniaparkes.com.au

Website: <http://www2.treasury.tas.gov.au/princeswharf/>

This website also includes additional information about PW1, including a 'fly-through' video that was developed at the commencement of the redevelopment of the shed.

ATTACHMENT 1

EQUIPMENT AND FACILITIES AVAILABILITY SCHEDULE

Internal equipment schedule

| Area and equipment | Included |
|---|----------|
| Foyer: | |
| ▪ Reception desk | √ |
| ▪ Fixed wall mounted LCD display screen, with graphics information, ongoing ESD performance (additional programmes can be inserted promoting current and future events) and interpretative material | √ |
| ▪ Interpretative maritime themed display developed by the Maritime Museum of Tasmania | √ |
| Public toilets – West/Forecourt or main entrance end – ground floor | √ |
| Internal toilets – East/‘paddock’ end – ground floor | √ |
| Other toilets in building (ground floor disabled, and first floor Green Room) | √ |
| Pantry: | |
| ▪ Bar fridge | √ |
| ▪ Microwave oven | √ |
| Office: | |
| ▪ Office chairs | √ |
| ▪ Work lamps | √ |
| ▪ PC workstation | √ |
| ▪ IT server | √ |
| ▪ Wireless internet (via Wireless Tasmania) | √ |
| Manager’s / meeting room: | |
| ▪ Office chairs | √ |
| ▪ Meeting room table and chairs | √ |
| ▪ PC workstation | √ |
| ▪ Telephone | √ Note 1 |
| Meeting room: | |
| ▪ Telephone | √ Note 1 |
| Dry store: | |
| ▪ Telephone | √ Note 1 |
| Multipurpose room: | |
| ▪ Telephone | √ Note 1 |
| Dressing room: | |
| ▪ Telephone | √ Note 1 |
| Green Room - (including change rooms, toilets and showers) | √ |
| Control Room | √ |
| Mezzanine store area (including 1 tonne hoist) | √ |
| AV / staging & events management: | |
| ▪ Theatre lighting | √ |
| ▪ Theatre controls | √ |
| ▪ Visual arts display lighting | √ |
| ▪ Catenary lighting controls (secured, available through Event/Site Management) | √ |
| ▪ PA sound system (stand alone system intended primarily for community use) | √ |
| ▪ Demountable modular staging with stairs and handrails | √ |
| ▪ Scaffold work tower (‘bookends’) | √ |
| ▪ Dividing black partition blinds – motorised, lower truss to floor - 2 locations | √ |
| ▪ Theatre drapes (80 metres black woollen) – lower truss to floor | √ |
| ▪ Drape baskets (for storage of theatre drapes when not in use) | √ |
| ▪ Clerestory window blinds with remote control | √ |
| ▪ Mobile display panels (x 30) | √ |
| ▪ Security CCTV | √ |
| ▪ Radiant gas heating | √ |

| Area and equipment | Included |
|--|------------------------------------|
| <ul style="list-style-type: none"> Hearing loop (single zone wireless) | √ |
| Seating and tables: <ul style="list-style-type: none"> Mobile retractable seating (total 496 seats) Tug to extend/retract and tow 8 separate seating blocks to different internal locations as required. External relocation requires separate hiring of fork lift. Stackable seating matching retractable seating (total 194 seats) Indoor tables (x 30) | √ Hire √ √ √ |
| Materials handling: <ul style="list-style-type: none"> Scissor lift, capable of reaching all internal heights within building will be available for use (note – needs accredited operator) | √ |
| Demountable cooking stalls, including: <ul style="list-style-type: none"> Food preparation and hand wash sinks Scullery Portable handwash units Exhaust hoods Task lighting Architectural up-lighting | Hire √ √ √ √ √ √ |
| Kitchen area: <ul style="list-style-type: none"> Stainless Steel food preparation benches and shelving Commercial glass and dish washer Commercial range hood Cool room Freezer room Dry storage area | √ √ √ √ √ √ |

Note 1 – telephones to be installed following appointment of Site Manager

EXTERNAL EQUIPMENT SCHEDULE

| Area and equipment | Available Stage2 |
|--|--|
| Forecourt: <ul style="list-style-type: none"> Catenary lighting structure with services (electricity single & 3 phase, water, drainage) (only available via Event Management) Game in Forecourt Cafe / kitchen (6 metre long container) Information kiosk (6 metre long container) Portable outdoor tables (x 14 - round) Portable outdoor seating (x 48) Permanent public outdoor seating | √ Hire √ √ Hire √ Hire √ √ √ |
| Deck fronting Castray Esplanade: <ul style="list-style-type: none"> Timber deck, seating and ramps Retractable shade sails over deck fronting Castray Esplanade Deck perimeter fencing | √ √ √ Hire |

'Hire' – this item is available for on-site individual hire at additional cost

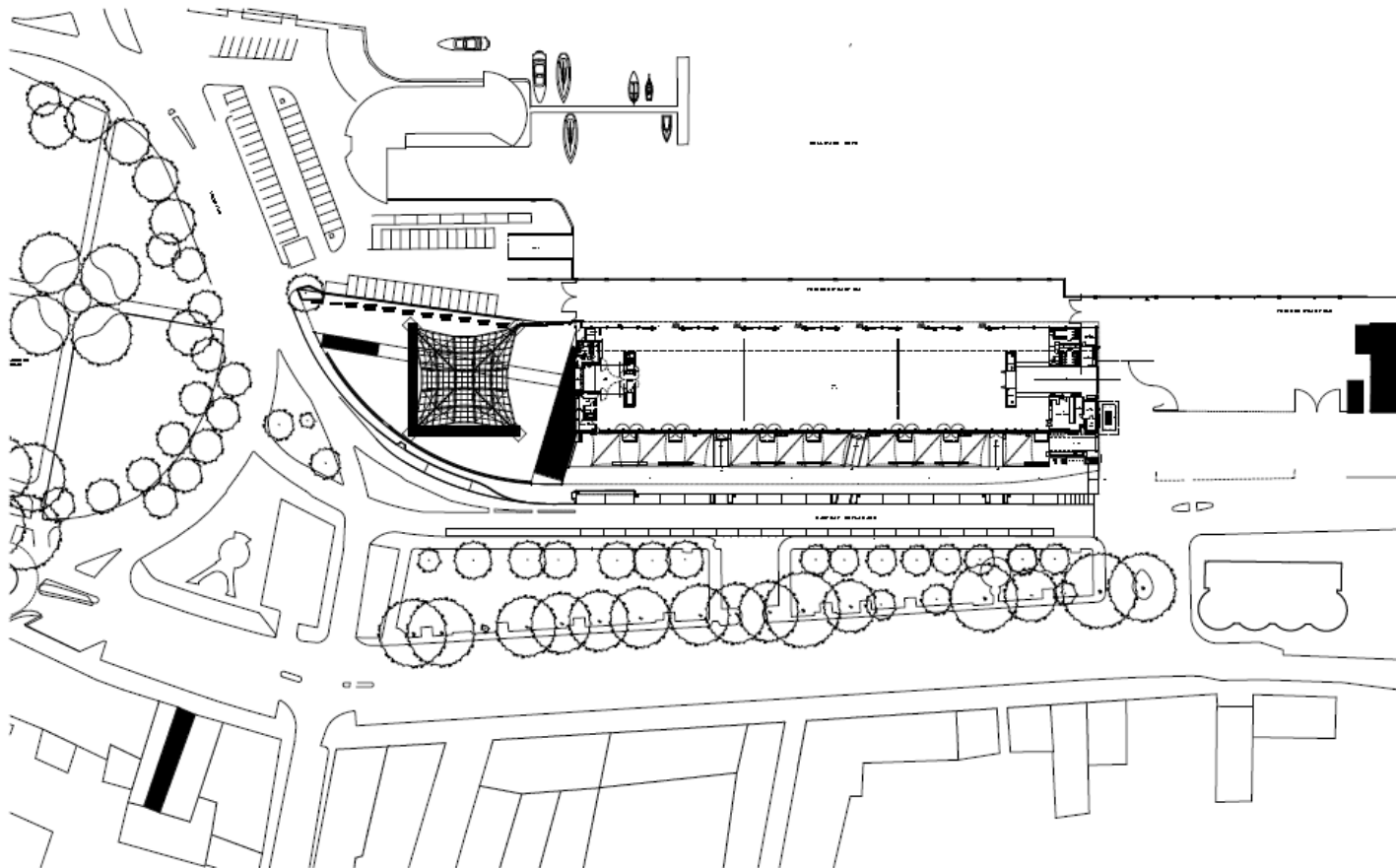
Qualification

The information contained in this document is indicative and is based on the most up to date information and although believed to be correct at the time of preparation is subject to possible change. Potential hirers should make their own enquiries as to site and event information. No warranty is provided as to the accuracy of the information contained herein. All dimensions, areas and loadings are approximate and should be verified on-site.

ATTACHMENT 2

SITE AND BUILDING PLANS

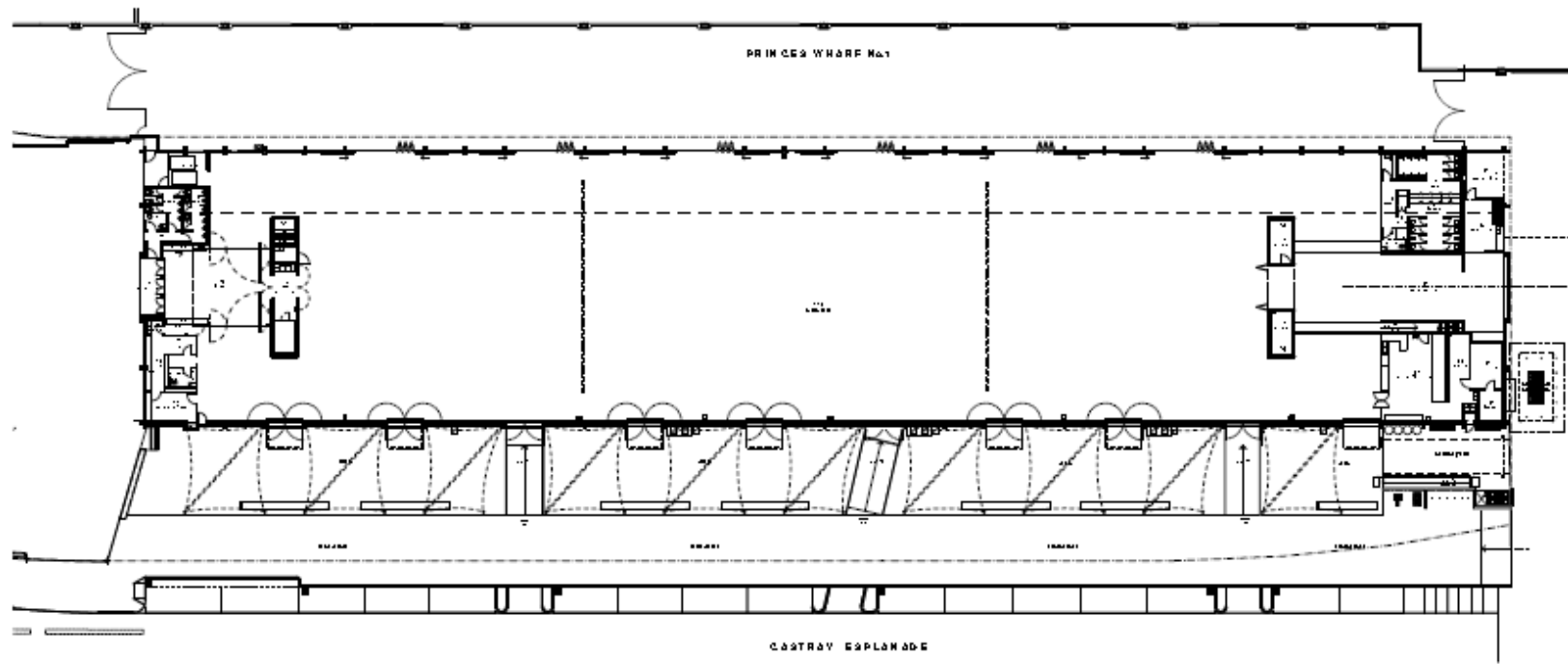
- Please note that plans are **not to scale**. Refer to Attachment 1 for final inclusions and finishes.



princes wharf no.1 shed: site plan
scale 1:1000

circa . architecture

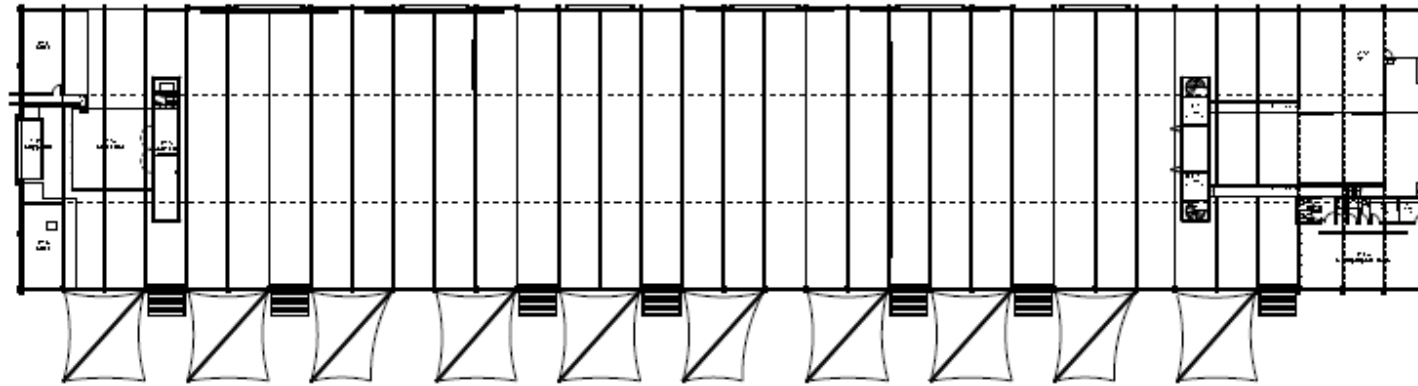
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princes wharf no.1 shed: ground floor plan
 scale 1:500

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princes wharf no.1 shed: mezzanine floor plan
scale 1:500

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