

Gallery One + Two Window Gallery

Technical Specifications and General Information

Metro Arts @ West Village
97 Boundary Street, West End Qld 4101

Version 2.1
June 2024

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Disclaimer

The information contained in this document is given in good faith and is believed to be correct. Whilst all reasonable care has been taken in the preparation of this document, the information contained herein is believed, but not guaranteed, to be correct at the time of release. Metro Arts will not be liable for any inaccuracies, omissions, or errors in the content, nor for any loss or damages arising from action taken in reliance on the information.

All measurements are approximate and should be checked on site. Floor areas, dimensions and set-outs are indicative only, are not to scale and are subject to change without notice. Prospective hirers must rely on their own enquiries.

General Information

Address	Metro Arts @ West Village 97 Boundary Street, West End, Qld 4101	
Administration + Box Office	Factory Lane, West Village Email: info@metroarts.com.au Phone: (07) 3002 7100 Postal: 116/45 Mollison St, West End, Qld 4101	
Venue Contacts	Venue + Technical Coordinator Name: Nathaniel Knight Email: nathaniel@metroarts.com.au	Operations Manager Name: Shani Gould Email: shani@metroarts.com.au
Venue Layout	The Ice Cream Factory <i>Upper Factory Lane</i> Rehearsal Studios <i>Ground</i> Gallery One Public Bathroom (inc. accessible bathroom. requires swipe access) Window Gallery Community Building <i>Ground</i> Factory Lane Gallery Two Administration Box Office / Bar <i>Mezzanine</i> Dressing Rooms Bathroom Shower Laundry Technical Gallery Bio Box <i>Lower Ground</i> Stage-level Accessible bathroom Green Room/Kitchenette Service Bay (via carpark)	

Venue

Room Configurations and Dimension

Gallery	Description	Seating Capacity		Stage Space
1	White walled gallery space	32 25	Standing capacity Seated capacity	13820mm (length) x 4450mm (width) <i>(See plans for detailed measurements)</i> 61.50m ²
2	Dark walled gallery space	10 6	Standing capacity Seated capacity	4940mm (length) x 4090mm (width) <i>(See plans for detailed measurements)</i> 20.20m ²
Window	Window gallery in Gallery 1 concealed by operable wall, visible to Factory Lane	0	N/A	4025mm (length) x 1000mm (width) <i>(See plans for detailed measurements)</i> 4.02m ²

Room Dimensions

Room Description

Rake	None
Surface	Sealed and polished concrete

Room Size (Gallery One)

(See plans for detailed measurements)

Total Area	61.50m ²
Total Width of Venue	4450mm
Total Length of Venue	13820mm
Floor to underside of cable tray	2640mm
Floor to underside of ceiling (lowest point)	3085mm

Room Size (Gallery Two)

(See plans for detailed measurements)

Total Area	20.20m ²
Total Width of Venue	4090mm
Total Length of Venue	4940mm
Floor to underside of cable tray	2660mm

Floor to underside of ceiling (lowest point)	2980mm
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Room Size (Window Gallery)

(See plans for detailed measurements)

Total Area	4.02m ²
Total Width of Venue	1000mm
Total Length of Venue	4015mm
Floor to underside of 25mm rails	2838mm
Floor to underside of ceiling (lowest point)	2914mm

Access Equipment

Note: access equipment is shared across venues within the precinct and is subject to availability. Clients are encouraged to discuss their access needs with the venue.

Model / Item	Notes	Qty.
Ladders		
Gorilla 1.8-3.2m 150kg Fibreglass Dual Purpose Ladder (Model: FDM006-I)	<p><i>Allocated to Gallery 1 & 2</i></p> <p>Weight: 12.8kg Maximum Ladder Length: 3.2m Minimum Ladder Length: 1.8m Load Weight Capacity: 150kg</p>	2

Staging Inventory

Note: The following equipment is shared across venues within the precinct and is subject to availability. Please contact your event coordinator to discuss availability.

Model / Item	Notes	Qty
Plinths		
White	350W x 350D x 1160H (mm)	1
Black	300W x 300D x 1060H (mm)	4
White	300W x 300D x 1060H (mm)	1
White	410W x 380D x 420H (mm)	1
White	410W x 380D x 620H (mm)	1
White	900W x 305D x 1400H (mm)	1
Tables		
Bolero 5ft Diameter Round Centre Folding Table (Model: CC506) product link	<p>With black tablecloths to suit</p> <p>Table Top Diameter: 1.5m (5ft) Top Colour: White</p>	8

	Legs Colour:	Silver	
Lifetime 6ft Rectangular Folding Table (Model: 2901G) product link	With black or beige table cloths to suit Table Top Dimensions Top Colour Legs Colour	1830mm (L) x 760mm (W) White Silver	5
Seating			
Bolero Black Steel Bistro Side Chair (Model: GL331) product link	Material: Colour: Dimensions (mm): Weight: Seat Height: Seat Dimensions: Stackable:	Steel Black 855 (H) x 455 (W) x 520 (D) 4.9kg 450mm 360mm (W) x 355mm (D) Yes	48
Marius Black Stool product link	Materials: Colour: Load Capacity: Seat diameter: Width: Seat Height: Stackable:	Plastic with steel legs Black (matte) Yes 100kg 320mm 400mm Yes	10
Black Chairs	Material: Colour: Dimensions (mm): Weight: Seat Height (mm): Seat Dimensions (mm): Stackable:	Plastic Black (matte) 820 (H) x 510 (W) x 480 (D) 5kg 450 420 (W) x 400 (D) Yes	16
Miscellaneous			
Black Lectern	'Art Starts Here' logo mounted to front. <i>Metallic gold lettering</i> Built-in sound integration: Built in light: Lectern Dimensions (mm):	No No 1200 (H) x 600 (W) x 600 (D)	1
Mobile Bar Unit	'Art Starts Here' logo mounted to front. <i>Metallic gold lettering</i> Dimensions (mm):	1600 (L) 720 (W) x 1020 (H)	1

Elevator / Service Bays / Scenic Dock

The Metro Arts Service Bay is located on Basement Level 2 of the West Village Carpark, **and has a maximum height of 2.3m**. Entry to the carpark is via Mollison Street. The Service Bays back directly onto the Metro Arts dock. Please discuss your access needs with your Event Coordinator prior to your booking period.

Description	Dimensions	
Elevator (from Foyer to NBT)	Door Dimensions (mm) 2000mm (H) x 900mm (W)	Internal Dimensions (mm) 2100 (H) x 1100 (W) x 1380 (D)
Service bay carpark size	2600mm (W) x 5400 (D)	
West Village carpark height clearance	2300mm	

Main FOH Sound Lock Doors	1970mm (H) x 1780mm (W)
Service bay doors (closest to service bays)	2000mm (H) x 1780mm (W)
Door from stage to BOH sound lock	2050mm (H) x 1800mm (W)
Stairs into venue (from service bays)	Four (4) steps to stage level. 2300mm (W)
Ramp (from service bays)	1500mm (W) – closest to service bay 1700mm (W) – door level
Narrowest width to access NBT through Loading Dock (Pillar to wall in Loading dock)	1700mm (W)
Floor to clear speaker	2300mm (H)

Other Staging Notes

- + Metro Arts adopts definitions outlined by *Live Performance Australia* when describing rigging work.
- + Attaching or suspending items using pre-existing / proprietary systems using a standard method is generally not defined as rigging by WHS regulations. This includes handing technical elements (lighting, sound, vision) from hook clamps, attaching cloths/drapes/banners, attaching scenery with a dedicated attachment point, attaching design elements and/or attaching/running cables.
- + Any rigging work beyond the above scope may require installation and sign-off by a qualified rigger, to be wholly arranged at cost by the client.

Lighting

Control

All lighting in the galleries is controlled by wall switches. In Gallery 1 and the Window Gallery, these are hidden behind a door at the rear of the room. In Gallery 2, they are beside the internal door leading to MA Foyer.

Lighting

Make and Model	Description	Quantity	Available In
Erco Oseris Zoom Spotlight	LED 10W dimmable track lights, 3000k CCT (CRI: 92), interchangeable filters: Spot, Wall wash, Oval Flood,	18	Gallery 1 Gallery 2 Window Gallery
Erco Pantrac Wall Wash	LED 15W dimmable track lights, 3000k CCT (CRI: 92)	4	Gallery 1 Gallery 2 Window Gallery
Pro Lights DisplayCob TRWDDY	LED 35W dimmable track lights, 4000k CCT (CRI: 89), 5 attachable barndoors	20	Gallery 1 Gallery 2 Window Gallery
Pro Lights GALLERYECLWNW	LED 45W dimmable, track lights, 5000k CCT (CRI: 91)	10	Gallery 1 Gallery 2 Window Gallery
Strip fluros	Bright white LED Fluro strip that runs the perimeter of the venue	N/A	Gallery 1 Gallery 2
Downlights	Warm white lighting for general, everyday use	N/A	Gallery 1 Gallery 2

Power and Cabling

240v Extension, 5-pin DMX	The venue has a healthy stock of cabling, including 240v extension leads, 5-Pin DMX leads, and 3-Pin XLR. Please discuss your requirements as additional cabling may be required of events with significant requirements
3-Phase Extensions	None
GPOs / Green Power / Blue Power	Located at Technical Panels. <i>Refer to tech plans.</i>

Special Effects

Smoke + Haze Approval of Use	Any smoke / haze, dry ice or other that is brought into the venue must be approved prior to use. A safety data sheet will be required for all chemicals. The Venue Manager must be consulted whenever any smoke, fog or haze effects are used. The venue must be informed prior to each use of an effect as to make appropriate arrangements to isolate the fire alarm system appropriately. Metro Arts reserves the right to deny the use of any special effects.
Smoke + Haze Approved Fluids / Fees + Charges	Strictly only approved fluids may be used. Metro Arts can provide approved fluids subject to a consumption fee. Please contact venue to enquire.

Cigarettes / Herbals / Vapourisers	See above.
Strobe / Lasers	For audience comfort and safety, the use of strobe and/or lasers may require warning notices to be included in event billing and displayed publicly. Metro Arts may require additional documentation prior to approval. Please discuss your event needs with your Event Coordinator.
Pyrotechnics / Flames	Pyrotechnics and naked flames are strictly prohibited in all venues due to installed fire protection systems
Flutter / Confetti	Please discuss your event needs with Metro Arts. Any use of any items that may impose a hazard to the venue air-conditioning system may be refused by Metro Arts. Additional cleaning fees may be charged depending on circumstances.

Notes

- + Additional lighting control and lighting fixtures may be available on request. Please contact your Event Coordinator to discuss your lighting requirements.
- + Battery powered and corded LED work lights are available upon request.
- + Any additional equipment being brought into the venue must be inspected by venue staff prior to installation or use.
- + All electrical appliances and cables shall be tagged with an appropriate safety tag in accordance with AS 3760:20003.

Sound

Both Gallery One and Two have the ability for studio monitors to be installed upon request. Please coordinate with Metro Arts Curator for placement and system configuration.

Make and Model	Description	Quantity	Available In
YAMAHA HS7i	90W powered studio monitor, White, 6.5" cone woofer and 1" dome tweeter	2	Gallery 1
YAMAHA HS5i	70W powered studio monitor, Black, 5" cone woofer and 1" dome tweeter	2	Gallery 2

Vision

Additional Vision Equipment

All stock subject to availability and shared across venues. Please enquire with venue for availability.

Make	Model / Item	Details	Qnt
Additional Projectors			
Epson	EH-TW6700 manual link	Zoom: 1.6x (optical) Throw Ratio: 1.32 (Zoom: Wide), 2.15 (Zoom: Tele) Focus Method: Manual Output: 3,000 lumens (colour) 3,000 lumens (white) Resolution: 1080p Native Aspect Ratio: 16:9 Contrast Ratio: 70,000:1 Colour Processing: 10 bit Dimensions(mm): 310 (D) x 410 (W) x 163 (H) Weight: 6.9kg	1
Epson	EB-595Wi(e) (Ultra-Short-Throw) manual link	Zoom: 1.0 – 1.35 (Digital Zoom) Throw Ratio: 0.27 (Zoom: Wide), 0.37 (Zoom: Tele) Focus Method: Manual Output: 3,300 lumens (colour) 3,300 lumens (white) Resolution: 1280 x 800 (WXGA) Native Aspect Ratio: 16:10 Contrast Ratio: 10,000:1 Colour Processing: 10 bit Dimensions(mm): 367 (D) x 375 (W) x 155 (H) Weight: 5.5kg	3
Optoma	W460ST (Short-Throw) manual link	Zoom Type: Fixed Throw Ratio: 0.525:1 Focus Method: Manual Output: 4,200 ANSI lumens Resolution: WXGA 1280 x 800 Native Aspect Ratio: 16:10 Contrast Ratio: 20,000:1 Dimensions(mm): 245 (D) x 216 (W) x 109 (H) Weight: 2.95kg	2
Monitors			
Kogan	KALED42XXXVA	40" FHD LED TV	2
Kogan	MU9000 (or equivalent)	55" LED TV (not identical)	2
Hisense	55S8	55" UHD 4K Series 8 TV LED	1

Projection Screens/ Surfaces

Details	Qty
White Painted timber frame 2169mm (wide) x 1200mm (tall), Aspect Ratio: 16:9	1
White Painted timber frame 1400mm (wide) x 1050mm (tall), Aspect Ratio: 4:5	1

Health, Safety + Environment (HSE)

Fire Safety

- + All scenery, props, and masking must be suitably flame retarded and be rendered non-flammable to the satisfaction of Metro Arts.
- + No scenery and properties are permitted to block or obstruct designated exits at any time.
- + Flammable liquids, gasses, chemicals, solvents or other dangerous materials are not permitted to be brought on site of the precincts without approval.
- + The use of live flames (including candle) is strictly prohibited across all venues of the precinct. The use of haze or smoke effects is prohibited without prior permission from Metro Arts. Please refer to *Special Effects* under *Lighting*.

Safety

- + Metro Arts and West Village is strictly a non-smoking precinct. This includes the use of e-cigarettes and vaporizers.
- + Alcohol is not permitted to be consumed before or while on duty. Alcohol is not permitted to be consumed in the back of house areas, including the bio box, green rooms and dressing rooms, unless pre-approved by Metro Arts. Alcohol must not be brought onsite, even if not being consumed in accordance to the venues liquor license. Failure to comply may result in termination of contract.
- + Footwear and clothing must be appropriate to the activity. Enclosed footwear is required at all times during bump-ins/outs. Any barefoot personnel (including performers) must be appropriately risk assessed.
- + All electrical appliances and cables shall be tagged with an appropriate safety tag in accordance with AS 3760:20003.
- + No single insulated cable is permitted to be connected to any Metro Arts power source. However, set-electrics or other electrical items that work on extra-low voltage are permitted as long as the power supply is tested and tagged and the electrical device has been deemed safe by Metro Art's Technical Coordinator.

Risk Assessment

A risk assessment must be submitted at least 7 days prior to the first day onsite and must include bump-in / bump-out periods. Entry into the venue may be refused until a risk assessment can be provided.

A comprehensive risk assessment is required during pre-production for all shows and events. The Risk Assessment needs to consider the risks associated with your specific event. It should be submitted to Metro Arts at least seven days prior to the event. Our staff can assist you with this process, including a venue standard sanctioned template.

General considerations include:

- + All equipment brought on site is subject to safety checks by Metro Arts staff prior to installation or use.
- + All electrical appliances and cables shall be tagged with an appropriate safety tag in accordance with AS 3760:20003.
- + Overhead equipment (including lighting and scenery) must be rigged by competent persons.
- + Rigging of high-risk items and/or equipment must be rigged by a qualified rigger, using appropriately certified equipment.
- + Equipment rigged overhead must be secured with a safety chain or similar redundancy.
- + Approved drapes must be of a fire-retardant fabric or treated with an approved fire retardant and with an appropriate label attached to the drape.
- + Compressed air may only be used by suitably trained operators.

Other

Accessibility

Metro Arts is dedicated to ensuring that our venue is welcoming to all patrons.

Access	<p>The Gallery One, Two, and the Window Gallery can be accessed by ground level in Factory Lane.</p> <p>For artists, the Galleries can also be accessed by ramp from the Service Bay, and then by elevator from the New Benner Theatre. Please contact your Event Coordinator for further details.</p>
Auslan Interpreting	<p>Metro Arts can assist with organising an interpreter for your event. Please contact your Event Coordinator for further details.</p>
Accessible Bathrooms	<p>There are accessible bathrooms in Factory Lane, which are open to the general public.</p>
Assistance Animals	<p>Assistance animals are welcome in all areas of Metro Arts for both artists and patrons.</p>
Transport	<p>Public Transport – Metro Arts can be accessed most easily by the 199 bus route. Please see here for more public transport options.</p> <p>Car – West Village’s carpark offers 2 hours free parking and both levels are wheelchair accessible and offer easy access to Metro Arts.</p>

Storage

Limited storage space is available back of house. Please discuss your needs with your Event Coordinator.

Rehearsal Rooms / Holding Areas

Metro Arts has two rehearsal studios located in the historical Peter’s ice cream factory. These studios feature full-length mirrors, semi-sprung dance floors and in-built sound systems. Subject to availability, additional fees apply. Please contact your Event Coordinator for more information.

Document History

Revision #	Date	Author	Comments / alterations
2.1	24/06/2024	NK	Equipment
2	27/07/2024	NK	Equipment and Dimensions
1	29/07/2022	TK	Release

Gallery 1 & 2
Technical Specifications

metroarts.com.au

Street Address

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97 Boundary St
West End Qld 4101
Australia

Mailing Address

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116/45 Mollison St
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