



Venue specifications

Paddington Town Hall, Paddington








City of Sydney Venue Management

April 2024

Contents

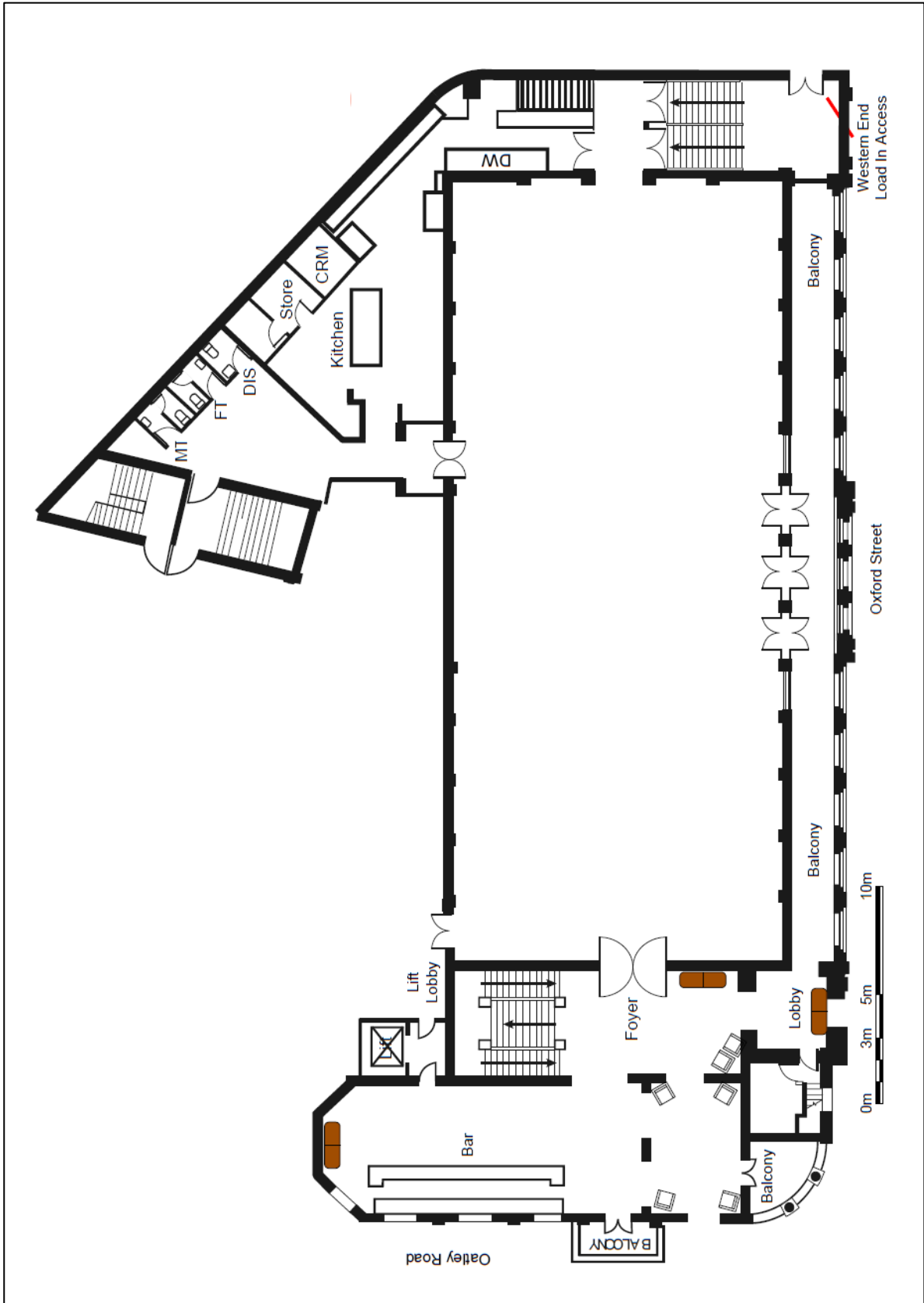
Capacities	3
Floor plan – empty room	4
Floor plan – banquet, 350 person capacity	5
Room dimensions	6
Technical services	6
Lighting	7
Audio	7
Rigging	7
Power	7
Passenger lift	7
Equipment	8
Stage	8
Cloakroom	9
Parking	9
Wheelchair access and amenities	9
Use of smoke machines or particle release stage effects	9
Use of open flame in the venue	9
Banner Specifications	10

Capacities

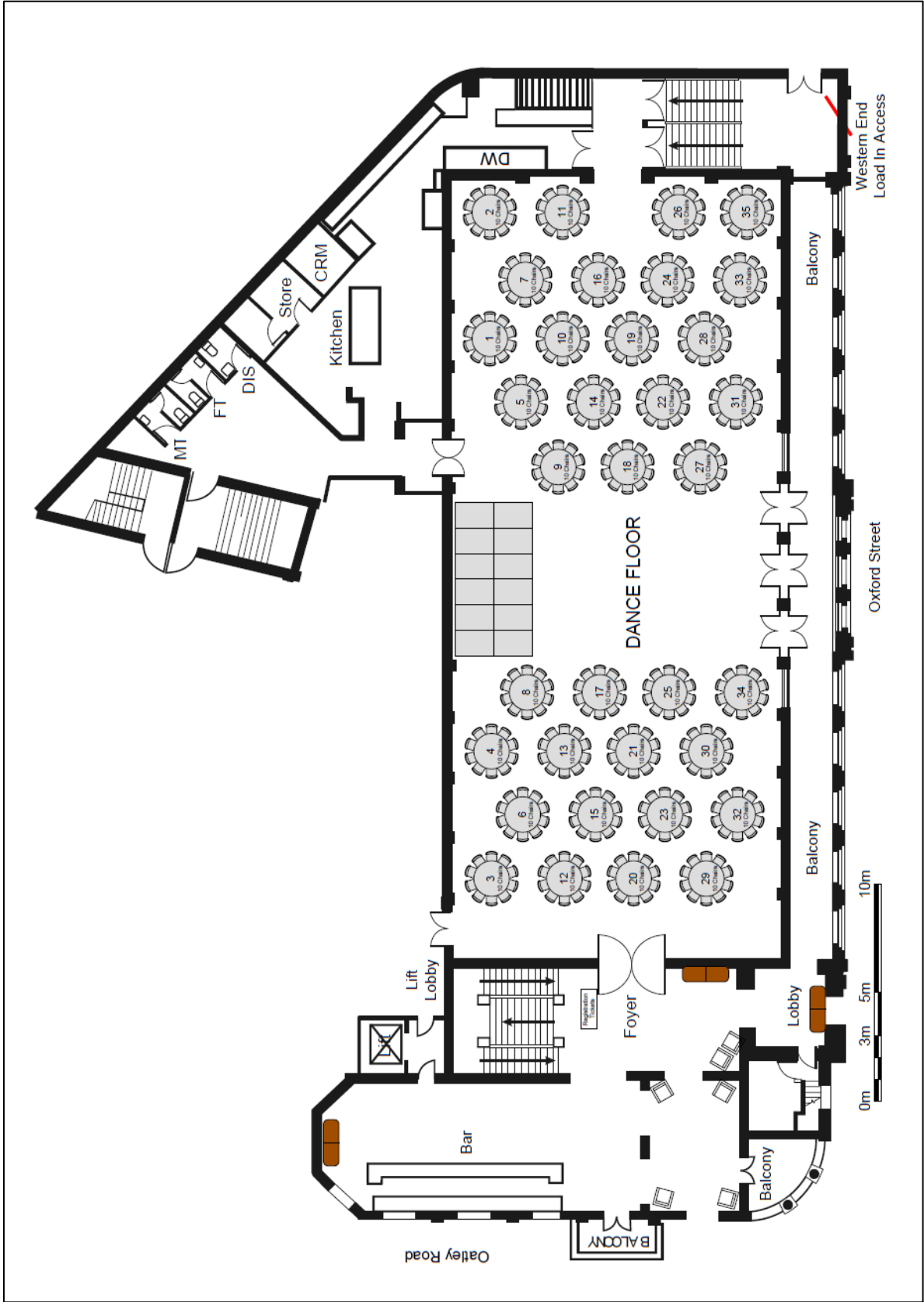
Venue	m ²	 Cocktail	 Theatre	 Classroom	 U-Shaped	 Boardroom	 Cabaret	 Banquet
Foyer Bar Located on the 1 st floor adjacent Stapleton Hall	160m ²	220	N/A	N/A	N/A	N/A	N/A	N/A
Stapleton Hall Located on the 1 st floor	540m ²	750	550*	250	125	150	375	500
Balcony Located on the 1 st floor accessed from Stapleton Hall	70m ²	110	N/A	N/A	N/A	N/A	N/A	N/A

Please note the maximum capacity at any one time in Paddington Town Hall is 750 people. The Venue has 500 chairs available. Additional chairs will need to be arranged externally if maximum capacity is required.

Floor plan – empty room



Floor plan – banquet, 350 person capacity



Room dimensions

Location	Length	Width	Ceiling Height	Floorspace
Foyer Bar			8.95m	
Stapleton Hall	36.0m	15.0m	8.95m	540m ²
Bandstand		7.6m	3.0m	
Balcony	36.0m	1.8m	8.95m	64.8m ²

Foyer Bar

The Bar top is 8.0m long and 2.5m from the east wall.

Facilities include 6 refrigeration cabinets and a glass dishwasher.

7 x general power outlets are located along the length of the bar plus 1 x 15-amp outlet.

2 small juliet balconies lead off from the Foyer Bar and overlook the Paddington Reservoir Gardens.

Stapleton Hall

The main entrance to the Grand Hall is 2.7m (w) x 2.3m (h) and features a double swinging door (timber and glass).

The door accessing the Kitchen from the Hall is 1.4m (w) x 2.0m (h).

Bandstand

The Bandstand measurement from Grand Hall Floor to ceiling is 5.76m.

This is made up of 3 measurements:

- Floor to band stand 3.3m
- Bandstand to Handrail 0.5m
- Handrail to ceiling 1.96m

Balcony

The Balcony overlooking Oxford Street features 13 archways and 3 centre doorways leading into The Grand Hall.

The balcony can also be accessed via the Foyer Bar.

Technical services

Paddington Town Hall includes an array of inbuilt audio-visual features which can be supplemented by the City's Technical Services Team or an external third party.

Where the Hirer chooses to utilise the experience and expertise of the City's Technical Services Team, charges will apply for both the hire of equipment and staff to operate. Equipment is not able to be hired separately.

Should the hirer wish to engage their own supplier, details of the scope of work including equipment to be included, methods for installation and operation, must be provided to the City's Technical Services Team for approval prior to the event.

Lighting

Stapleton Hall

House lighting is included within Stapleton Hall.

Lighting configuration within the Hall consists of 33 dropped pendant light fittings working in conjunction with, or independently of, a perimeter of fluorescent tubes.

The drop pendants hang 6.95m from the floor and can be dimmed all together. The fluorescent tubes are either on or off.

Audio

Foyer Bar

- 5 x Turbosound IMPAC50T 200W Loudspeakers
- Australian Monitor SY800V Power Amplifier
- Australian Monitor AMIS 120P Power Amplifier
- DBX Zone Pro 640 Audio Processor
- Sony DVP-NC66K 5-disc DVD Player.

Stapleton Hall

External / additional audio equipment is required for Stapleton Hall.

Please note that sound restrictions / limitations do apply. Speak to your Event Coordinator for further details.

Rigging

Rigging is available in Stapleton Hall only.

18 rigging points – safe working load of 750kg each

All additional rigging and lighting designs must be supplied to the Technical Production Coordinator for approval.

Power

2 x 32-amp 3-phase outlets are situated at the western end of the Grand Hall

2 x 32-amp 3-phase outlets are situated in the mezzanine

Passenger lift

Access to the passenger lift is via the Chauvel Cinema (Oatley Road) or via the fire egress in the Lower Town Hall.

Door dimensions	Internal lift dimension	Weight capacity	Access door height from lift lobby to bar
0.90m (w) x 2.1m (h)	1.5m (w) x 1.7m (d) x 2.25m (h)	1,088 kg or 16 persons	1.4m (w) x 2.0m (h)

Equipment

The equipment listed below is included in the hire of the venue.

Description	Dimensions	Quantity
Trestle Tables	1.83m (l) x 0.76m (w) x 0.74m (h), 19kg	36
Round Tables	1.68m diameter x 0.74m (h), 32 kg	35
Bar Rounds	1.04m diameter (height adjustable), 24kg	6
Banquet Chairs (Charcoal frame, black cushion with gold pattern)	0.52m (w) x 0.51m (d) x 0.85m (h)	500
Smooth Single Armchairs	0.85m (w) x 0.72m (h)	10
Smooth Ottoman	2.2m (l) x 0.42m (h)	5
Black Rope Bollards	1.0m (h), adjustable length	4
Red Screen	1.8m (h) x 0.9m (w) mm	6
Large Easels (timber frame)	0.9m (h) x 0.85m (w)	2
Lectern (black frame)	Inside front panel 0.85m (l) x 0.54m (w)	1

It is the hirer's responsibility to ensure that any curtains, back-drops or other stage dressings used in association with your production comply with the Theatre's and Public Halls (General) Regulations 1977, Part III, Division 2-Fire Safety and Fire Resistance, Clause 38, subclause (6).

Kitchen equipment

- Commercial Cool room 3m x 2m (KCR 25)
- Rational Combi Oven (cm 201)
- Industrial Bain-Marie (6 mod BMHP)
- APV Waldorf Grill (RN 8400G)
- APV Waldorf deep fryer (FN8120G)
- APV Waldorf deep fryer (SC 323)
- APV 6 burner stove + Oven
- 500lt Tuckerbox freezer (H500C)
- Commercial Dishwasher (ES 130)
- 2 x Commercial Food Warmers
- 1 Rheem Instant Boiling Water
- 1 Dumb Waiter to basement level (Liftronic)

Stage

8 x fast fold interconnecting Sico stage units at 2.4m x 1.8m each (black carpet top and black material skirt provided). 2 sets of steps are available.

Stage Size (Maximum)	Height
4.8m x 7.2m <u>or</u> 9.6m x 3.6m	0.40m <u>or</u> 0.60m

Cloakroom

A lockable cloakroom is located in the entry foyer on street level and is equipped with adequate space for approximately 80 items.

Staffing the cloakroom remains the responsibility of the client. Coat hangers are not included or available.

Parking

Dedicated coach drop-off spaces are located adjacent to Paddington Town Hall.

The nearest commercial parking station is located at The Entertainment Quarter, Lang Road, Moore Park. Phone 02 8353 2661. Website: wilsonparking.com.au

Wheelchair access and amenities

Wheelchair access to Paddington Town Hall is via the lifts in front of the Chauvel Cinema entrance on Oatley Road. Wheelchair amenities are located in the main bathrooms on the ground foyer level as well as in the back of house area off the Grand Hall on level 1.

Use of smoke machines or particle release stage effects

If the hirer wishes to use water-based smoke machines, hazer or any other effects that result in major particle release (smoke, dust or mist), this will require isolation of the emergency alarm system. A Fire Warden will be required for the total duration the machine is in use plus one hour before and after isolation is to take place.

These arrangements must be advised in the Production Meeting prior to the event. Additional charges apply for this activity. See the Schedule of Additional Services and Charges.

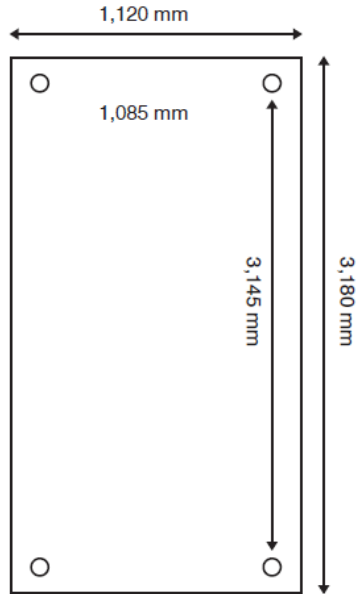
Use of open flame in the venue

Smoking is not permitted within the venue. The Hirer must not bring into or use in, or permit to be brought into or used in, the venue or any other part of the building any flame (including candles), explosive, fuel, flammable liquid or substance or helium balloons.

Banner specifications

Vertical banner dimensions

4 x banner positions available (eyelets to be 10mm in width)



Horizontal banner dimensions

1 x banner positions available (Above Oatley road entrance)

