

# Torrens Parade Ground & Drill Hall Available for Hire

The Torrens Parade Ground and Drill Hall is a State Heritage Place and is available for event bookings. Located in the heart of Adelaide, the Torrens Parade Ground is perfect for all kinds of events and is highly sought after.

## The site includes:

- The **Parade Ground**, perfect for large commercial events, and exhibitions.
- The **Drill Hall**, equally suitable for large indoor exhibitions, trade shows, performances or corporate functions.

**Address:** Corner of Kintore Avenue and Victoria Drive, Adelaide, South Australia

*Please note: The site is currently being upgraded and will be unavailable for certain periods. Some of the information listed is likely to change and will be updated once upgrades are completed. Please enquire above for full details.*



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# Parade Ground

## Key Features:

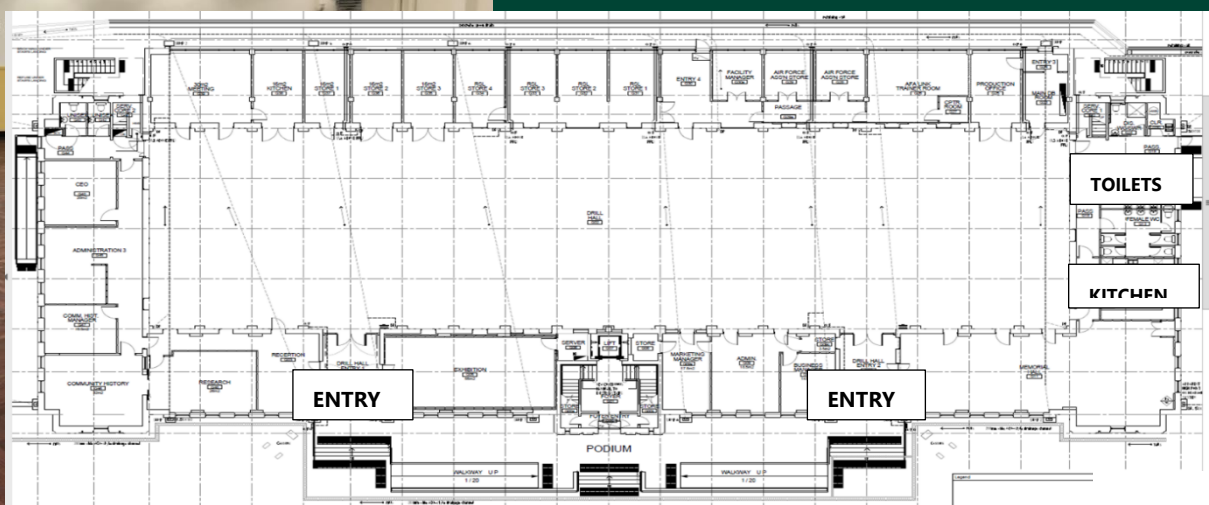
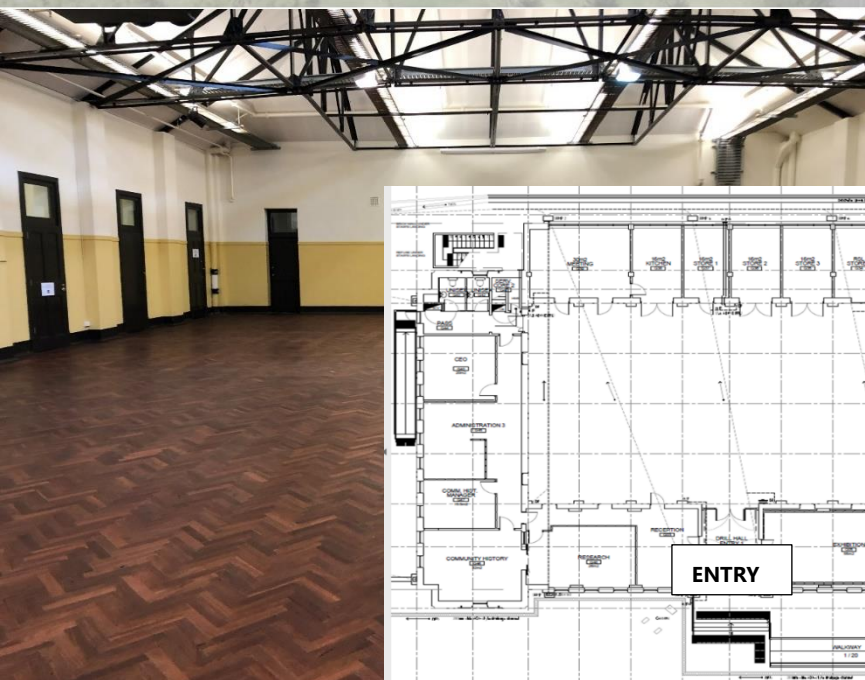
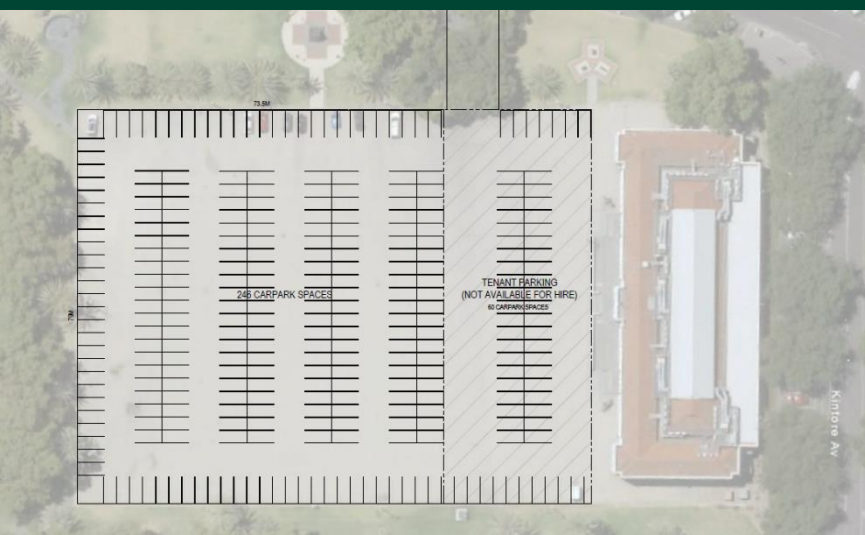
- Site area 79mx73.5m
- Half and quarter site also available
- Flat bitumen surface
- Secure site with boom gate
- Provision for electricity
- 5 minutes' walk from CBD
- Access from Victoria Drive
- Picturesque Park Land surrounds



# Drill Hall

## Key Features:

- Massive floor area – 16mx54m
- High quality parquetry floor
- Non direct natural lighting
- Male and female toilets
- Ramp access
- Semi-commercial kitchen





# Torrens Training Depot

Torrens Parade Ground (TPG) is the site of the Torrens Training Depot (Drill Hall) and Parade Ground and has been associated in the public consciousness with military activity since 1893. Prior to 1893, the Military Parade Ground was in the area which is now the South Australian Museum forecourt on North Terrace.

The Parade Ground has been the mustering point for South Australian troops embarking for the Boer War, World War One and World War Two. It has been regularly used as a review and parade ground and a meeting point for military commemorative services such as Anzac Day marches.

It has been associated with various units, but most particularly the 10th Battalion which was originally the Adelaide Rifles (and known as the Royal South Australian Regiment). This Regiment has had a particularly illustrious career on the battle front: in Gallipoli and France in World War One, and in Tobruk and New Guinea in World War Two.

The Torrens Parade Ground was built in 1936 and is an excellent example of the Inter-War Stripped Classical style of architecture in Adelaide, particularly as interpreted by architects working for the Commonwealth Government. The strictly symmetrical design of the building and its low scale with simplified classical motifs and Art Deco decorative elements make this one of the most notable buildings in Adelaide of this style to be constructed pre-World War Two.

The internal arrangement of the building typifies the functional organisation of the Army and its physical requirements. All external detailing which is original to the 1936 building is significant. Internally the open unrestricted form of the Drill Hall is the most significant aspect.

The Torrens Parade Ground and Drill Hall have become popular venues for a variety of local and national activities. Citizens have access to the open Parade Ground for both events and event parking. The Drill Hall is managed as an events and exhibition venue for Defence, Creative, Health, Education and Cultural Activity. Revenue raised from bookings and events is re-invested into conservation and maintenance of this heritage asset.

Please note: Unlike most other hire venues

- The Torrens Parade Ground is appropriately managed for and on behalf of the South Australian community by DEW.
- The historical significance of the property is protected for current and future generations.
- It is a unique venue as the tenant's views and requirements are considered for all hiring's.
- It is also a unique venue as the Minister for Environment and Water, through the Department for Environment and Water (DEW), has the final say regarding acceptance of the proposed event/site use. A hiring decision may not be able to be given immediately. We acknowledge our serving men and women of the Australian Defence Force and all our military veterans for their service and sacrifice to Australia. We also acknowledge the families who support our service men and women enabling them to carry out their duties on all our behalf.

# Fees & Charges (As at 03 Nov 2021)

<b>DRILL HALL HIRE FEE (GST inclusive)</b>			
		<b>p/hr</b>	<b>p/day</b>
<b>NOT FOR PROFIT</b>	HALF DAY (weekday) up to 5 hrs.	\$60	
(Registered Charity number required)	FULL DAY (weekday) up to 10 hrs.		\$600
	HALF DAY (weekend) up to 5 hrs.	\$76	
	FULL DAY (weekend) up to 10 hrs.		\$760
<b>COMMERCIAL</b>	HALF DAY (weekday) up to 5 hrs.	\$75	
	FULL DAY (weekday) up to 10 hrs.		\$750
	HALF DAY (weekend) up to 5 hrs.	\$95	
	FULL DAY (weekend) up to 10 hrs.		\$950
<b>DRILL HALL FEE'S (GST inclusive)</b>			
		<b>Weekdays</b>	<b>Weekends + Evening</b>
Cleaning costs	Outside of normal schedule	\$100	\$200
Car Parking control	As required as part of booking	\$75 P/H	\$75 P/H
DEW staffing costs	On site during event outside of normal working hours	Nil	\$75 P/H
<b>TORRENS PARADE GROUND HIRE (GST inclusive)</b>			
		<b>Half day</b>	<b>p/day</b>
<b>NOT FOR PROFIT - SHORT TERM</b>	FULL SITE 78 X 70 m (approx. 250 cars)	\$950	\$1,800
(first 4 consecutive days)	HALF SITE 78 x 35m (approx. 125 cars)	\$450	\$900
	QUARTER SITE 37 x 35m (approx. 63 cars)	\$250	\$450
<b>NOT FOR PROFIT - MID TERM</b>	FULL SITE 78M X 70 M (approx. 250 cars)		\$900
(5-28 Days)	HALF SITE 78 x 35m (approx. 125 cars)		\$450
	QUARTER SITE 37 x 35m (approx. 63 cars)		\$250
<b>COMMERCIAL - SHORT TERM</b>	FULL SITE 78 X 70m (approx. 250 cars)	\$1,500	\$3,000
(first 4 consecutive days)	HALF SITE 78 x 35m (approx. 125 cars)	\$750	\$1,500
	QUARTER SITE 37 x 35m (approx. 63 cars)	\$350	\$750
<b>COMMERCIAL - MID TERM</b>	FULL SITE 78 X 70m (approx. 250 cars)		\$2,000
(5-28 Days)	HALF SITE 78 x 35m (approx. 125 cars)		\$1,000
	QUARTER SITE 37 x 35m (approx. 63 cars)		\$500
<b>ELECTRICITY FOR PARADE GROUND</b>	Based on actual usage	@43c/kw hr.	TBD
<b>SITE MANAGER CALL OUT</b>	<b>Hours outside Site Manager's regular hours</b>	<b>\$150</b>	

**NOTE:** If your site usage exceeds the booked footprint by greater than 15% DEW has the ability to charge based on the actual footprint.

- Management of the boom gate and parking is the responsibility of the hirer for Parade Ground Bookings but may be required by DEW before accepting booking. A call out fee will be incurred if Torrens Parade Ground Site Manager is required to attend site for any reason during out of office hours. Unless otherwise organized at time of booking, all set up and pack up is the responsibility of the hirer. Additional cleaning fee will be invoiced after the event if hired space is not left in a clean and tidy condition. Hirer will receive full quote prior to booking confirmation.
- PLEASE NOTE: Details in regard to pricing are undergoing a review and details may changes. Prices and details will be confirmed once booking is confirmed by DEW.

# Technical Specifications

The Torrens Parade Drill Hall is a State Heritage Listed Venue subject to ongoing conservation and protection.

- Under no circumstance's clients are allowed to drill into the floor, mark the floor with paint, place heavy objects directly onto the floor, use any abrasive materials or polishing chemicals.
- The Torrens Parade Ground Drill Hall is NON SMOKING VENUE
- The Torrens Parade Ground Drill Hall is a NON LIQUOR LICENSED VENUE (Liquor License is required for every event where alcohol/liquor product is being consumed and or sold – Hirer's Responsibility)
- The Torrens Parade Ground has NO in house Security Officers

General Information:	
Total Area:	16m Width x 52m Length
Number of Square Meters:	832m <sup>2</sup>
Distance between floor and the grid:	Lowest Point: 4.32m Standard 4.58m
Distance from the Floor to the highest point:	
Venue Door Entries:	1.75m Width x 2.38m Height
Mobility Impaired Access ramps:	Provided
Ramp width:	1.75m
Ramp Gradient:	about 25 degrees
Disability Toilets:	Provided
Reverse Cycle Air Conditioning Units	5 units installed (no individual temperature control)
Venue Window Blinds	Installed with Remote Control Operation
Venue Licenced to Accommodate:	
Patron number depends on required layout and will be agreed prior to confirmation	
Floor Type:	
Genuine Timber Floor - (Jarrah planks 50mm thick placed onto a concrete floor)	
3 Phase Power Supply:	
6 individual 3-Phase Power outlets @ 40Amp each	Location: Production Room – Drill Hall
Drill Hall Lighting Grid:	
Total of 71 x 240V Patch Points @ 10Amp	
Maximum loading per point:	2400 W
Plug Type:	Piggy Back Male Connector
Main Power Unit:	i Patch LSC Victoria, Australia
Lighting Grid accessibility:	4m Tall A- Frame Aluminium Ladder 120kg (Two people required)
General House Lights- Drill Hall:	
4 x Rows of 36W Fluorescent lights on 2 step general house dimmer	
8 x Mercury Viper Globes	



**Maximum Safe Weight Loading SWL per LX bar:**



*Please Note: Major Upgrades within the Drill Hall are occurring from November 2021 until February 2022 and the stated details may change once upgrades complete.*

## Portable Audio Equipment:

LECTERN			
Loudspeaker Powered Portable 2-way 12INCH 1200W RMS	EVLELX200-12P	Electro-Voice	2
8 CH ANALOG MIXER	SCF-EPM8	SOUNDCRAFT	1
KM 21060 MIC BOOM STAND	KM 21060 ST	KONIG & MEYER	3
XSW 2-835-A VOCAL SET XSW2-835-A	507143	SENNHEISER	2
SENNHEISER CLIP ON MICROPHONE RF PROOF ME 2-II	507437	SENNHEISER	2
XSW BODYPACK TX - A BAND SK-XSW-A	507322	SENNHEISER	2
CGN-99C/L 50CM CARDIOID GOOSENECK MIC XLR	CGN-99C/L	AKG	2

**Please Note: Limited Selection of XLR, Phono jack and Mini-jack cables to fit the PA**

## Additional OH&S Equipment:

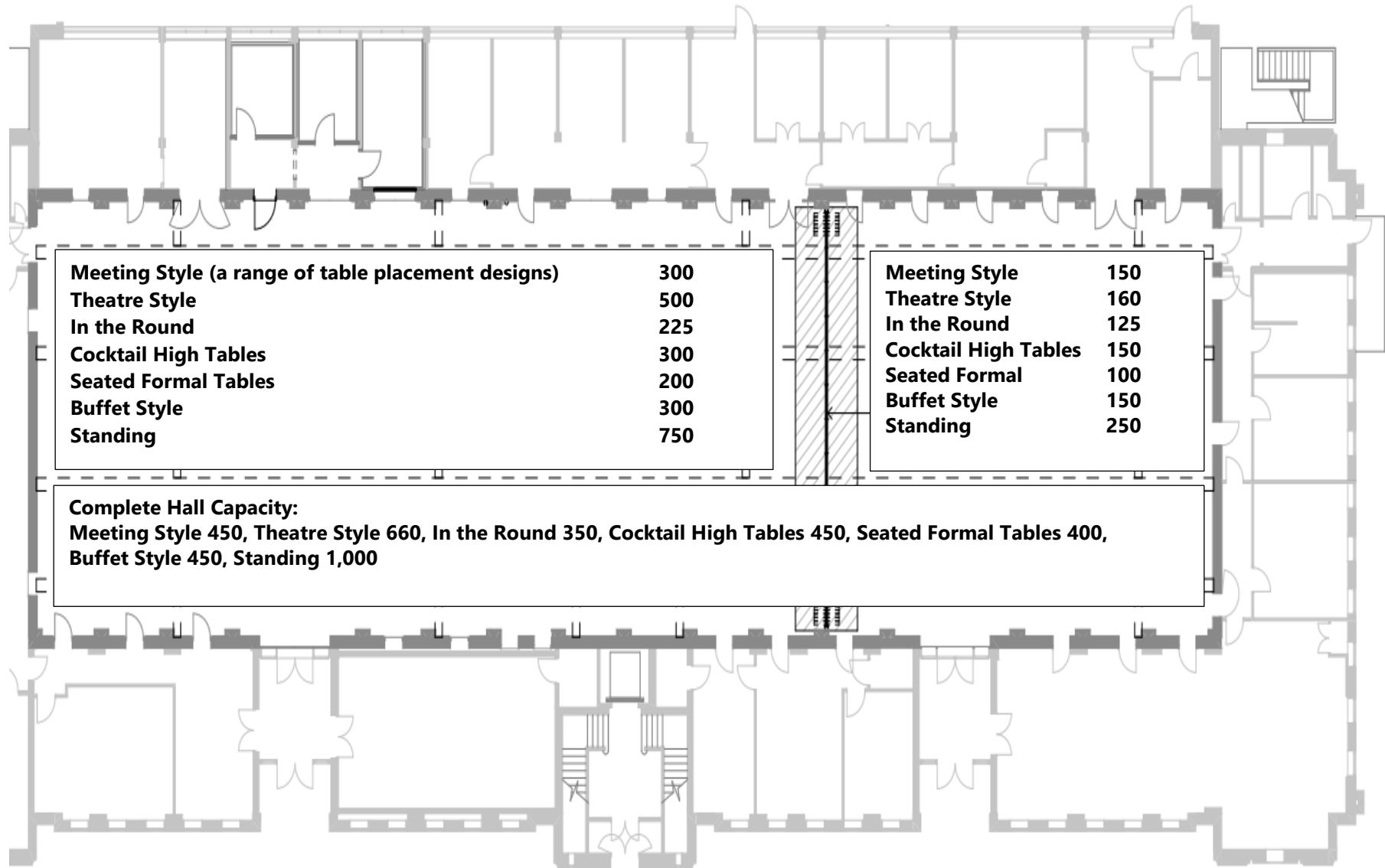
2 x Industrial Truck and Equipment - Flat Bed Trolleys

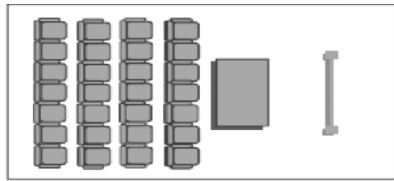
1 x Roto-truck – Industrial Truck and Equipment - Sack Trolley

### Torrens Parade Ground Power Box Interior Detail

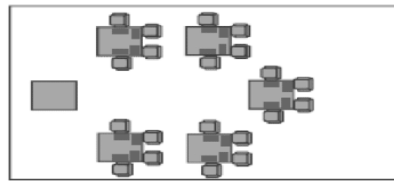


# Seating Configuration Examples

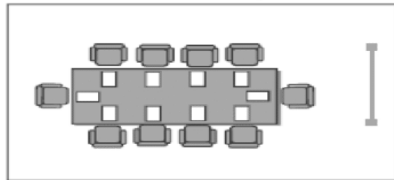




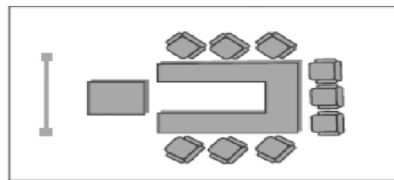
Classroom Style



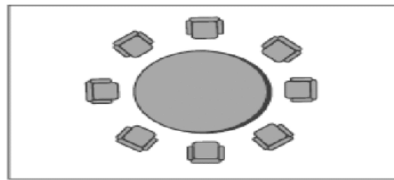
Small Groups



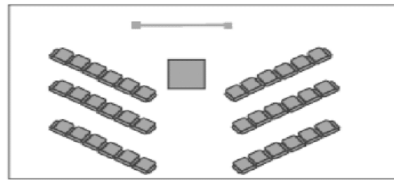
Boardroom Style



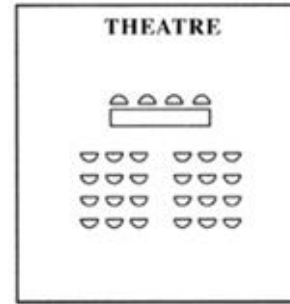
U-Shaped Style



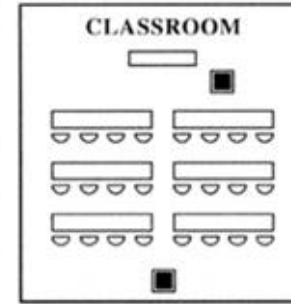
Round Table Style



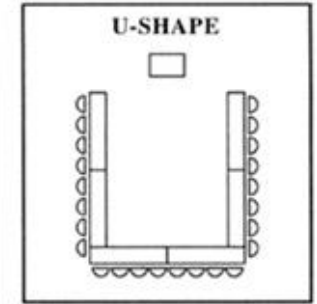
Herringbone Style



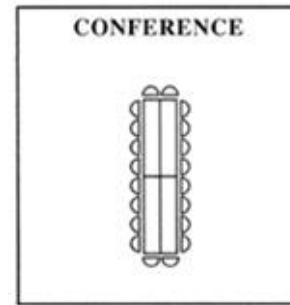
THEATRE



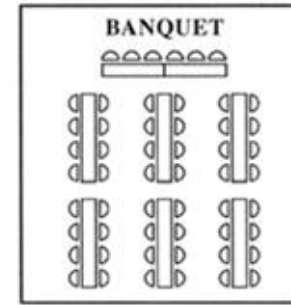
CLASSROOM



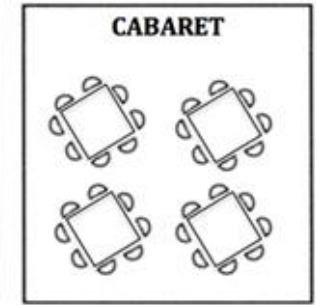
U-SHAPE



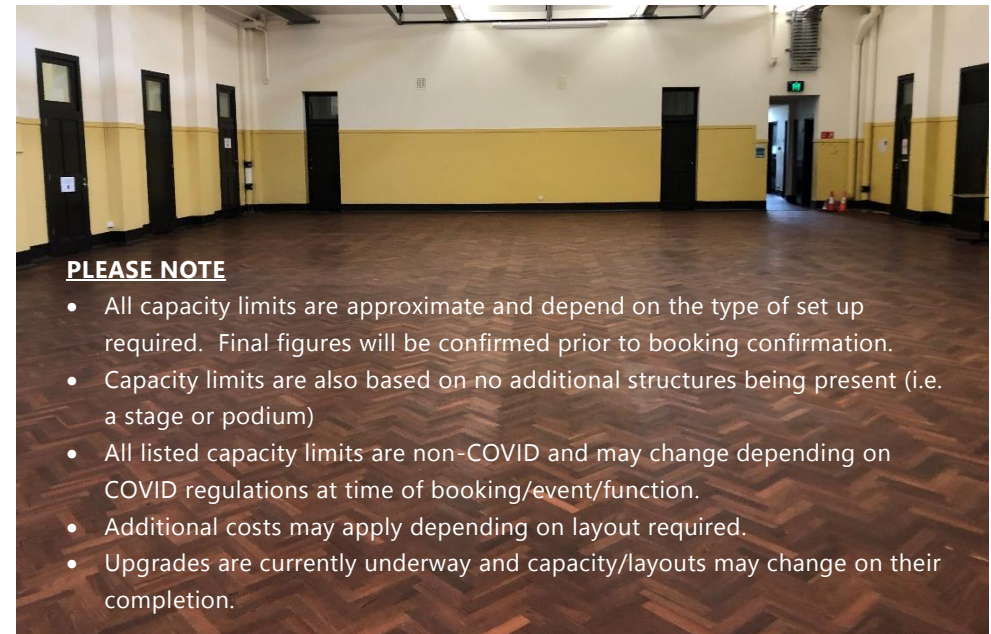
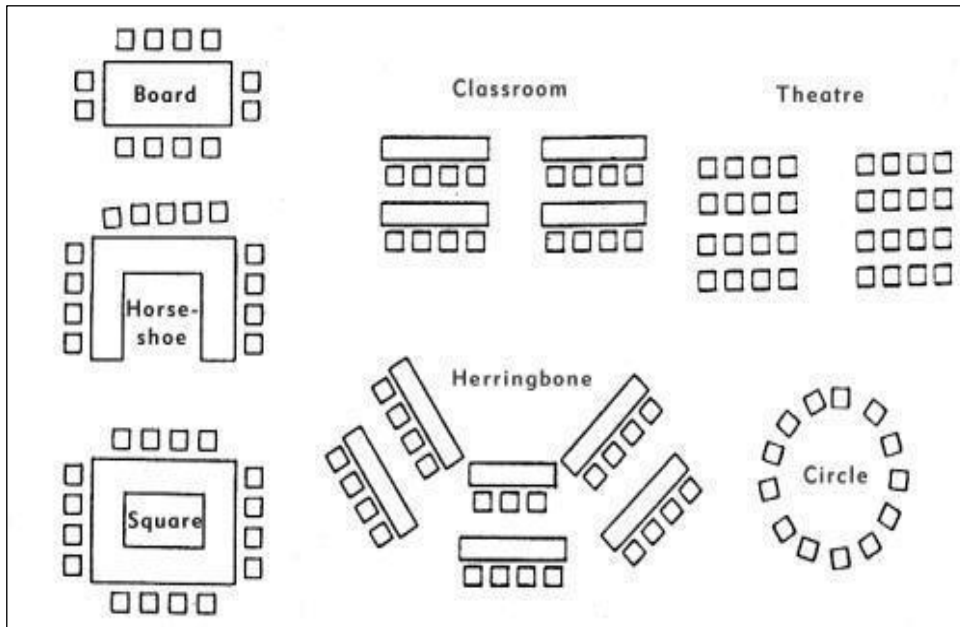
CONFERENCE



BANQUET



CABARET



**PLEASE NOTE**

- All capacity limits are approximate and depend on the type of set up required. Final figures will be confirmed prior to booking confirmation.
- Capacity limits are also based on no additional structures being present (i.e. a stage or podium)
- All listed capacity limits are non-COVID and may change depending on COVID regulations at time of booking/event/function.
- Additional costs may apply depending on layout required.
- Upgrades are currently underway and capacity/layouts may change on their completion.





# Conditions of Hire

Hirer's Obligations (subject to booking request being granted)

## Booking

The Hirer must ensure the safe custody of the property.

The Hirer must apply and pay for all necessary licenses and permits and supply copies to the Site Manager no less than 14 business days prior to the event.

Hire terms cannot exceed more than one month.

The event organiser is at all times responsible for the good order, conduct and behaviour of those persons attending the event.

The event organiser must comply with all laws, including local laws and all other legal requirements relevant to the operation of the event and use of the venue and to ensure that all employees, agents and other persons associated with the event also comply. The Hirer will also ensure that aisles, passage ways, exit doors, the fire panel and fire extinguishers are kept clear at all times.

The event organiser shall provide to DEW the contact number of a responsible person who may be contacted on the day of the event.

The Drill Hall and Torrens Parade Ground is not available for private parties or weddings.

The DEW does not accept any responsibility or liability for theft of or damage to personal items brought into the Drill Hall or Torrens Parade Ground by event/function hosts, their guests or hired help.

Only agreed areas are accessible and other areas must not be accessed at any time. A breach of this may result in event/function being cancelled, additional fees being charged, or further action taken. The Hirer does not use the Torrens Parade Ground or Drill Hall for any purpose

other than that specified at time of hire and which has been approved by the Site Manager.

The Hirer will be responsible for and take all reasonable measures and provide adequate supervision to prevent disturbances inside and outside the hall.

The Hirer will conduct and manage the activity in a proper, orderly and lawful manner and not permit any act, matter or thing, which may damage the reputation of the facility or the Department of Environment & Water.

Confirmation of booking is subject to room availability, receipt of payment, signed conditions of Hire Contract and DEW approval.

DEW reserves the right to expel or eject from the venue any person or persons attending a function who behaves in an objectionable manner as gauged by the Site Manager or other DEW staff.

If the Hirer provides services wholly or partially for children, then the Hirer confirms that they have fulfilled their requirements of the Children's Protection Act prior to the provision of the service and a copy of this is given to the Site Manager.

Prohibited within the facility and its environs:

- Smoking
- Candles or any other source of naked flame
- Flammable liquids or other dangerous substances
- smoke machines (unless permission from the Site Manager has been granted prior to the event).

## Costs

For bookings over \$3,000, a 10% deposit is required payable one month prior to the event and will act as a bond to cover any costs incurred. The remaining amount will be subtracted from your final invoice. For bookings under this amount, the full amount is due once booking is confirmed.

Tentative bookings will be held for seven days and if payment is not received within that time, the booking will be released.

Deposit (bond) is not refundable if hiring is cancelled with less than six weeks' notice by the Hirer. If the management at the Drill Hall cancels the event/function then the Deposit (bond) will be refunded.

Regarding the refundable deposit/bond (as mentioned earlier), if after inspection post event/function, there is any damage, breakages or excessive mess, the deposit/bond will be held pending repair quotes, cleaning and payment.

Confirmation of booking will only be made once receipt of deposit has been confirmed. Charges are subject to rate increases for events booked more than 6 months in advance or trespassing into the next financial year.

Venue Hire fee must be paid at least four weeks prior to event and upon receipt of tax invoice. Any additions on the day will be deducted from the bond or invoiced separately.

Hire is for the event/function period only, it does not include coming in the next morning to collect items unless prior approval and agreement from Site Manager and incur a supplementary cost.

Electricity and housekeeping/cleaning fee will be payable 14 days post event on receipt of tax invoice.

If any part of the Drill Hall building is rendered unfit for use for which it was hired, the Department of Environment & Water shall not be liable to the Hirer for any resulting loss or damage other than reimbursement of the hire fees and deposits

## Cancellation

If the Hirer or DEW is unable, wholly or in part, to proceed with this Agreement or Event for any reasons the Hirer or DEW must promptly give written notice to the other of that fact ("Hirer Cancellation Notice").

If the Hirer Cancellation Notice was served to DEW less than fourteen days (14) days prior to the commencement of the Hire Term then the Deposit remains payable and is non-refundable. However, further fees are not payable by

the Hirer and the Hirer has no further liability to the Minister.

If any of the Required Permits have not been obtained by the date that is seven (7) days prior to the commencement of the Hire Term, unless and until such time as all Required Permits have been obtained, the Hirer may, at the Hirer's discretion, serve a Hirer Cancellation Notice to DEW terminating this Agreement immediately.

If the Hirer or DEW is unable, wholly or in part, by reason of a Force Majeure Event (natural disasters, terrorist acts, war, martial law, legislative, judicial, executive, or administrative order, or Material Covid-19 Event), to proceed with this Agreement or Event, the Hirer may, at the Hirer's discretion, serve a Hirer Cancellation Notice to DEW terminating this Agreement immediately. If this occurs the parties shall be relieved from their respective obligations to each other hereunder without liability.

If a person or organisation who or which has booked the venue desires to cancel the booking, no less than six (6) weeks' notice of such cancellation shall be given. If a cancellation is made less than six (6) weeks from the date of the event/function, the bond will be withheld.

If any part of the Torrens Parade Ground or Drill Hall building is rendered unfit for use for which it was hired, the Department of Environment & Water shall not be liable to the Hirer for any resulting loss or damage other than reimbursement of the hire fees and deposits

The Minister has the right to terminate any agreement at any time at their discretion. In this circumstance there may not be compensation payable to the Hirer. Approval for booking may only be granted by the Minister's representative once all necessary licenses, insurances, permits and charges are met and paid by the Hirer.

Keys to the Drill Hall and Building and car park passes (where applicable) will only be released once Department Environment and Water (DEW) has received payment and valid insurance documents. The Minister acknowledges that no bookings will be interrupted by routine preventative maintenance works.

The Hirer acknowledges and agrees that the premises may, at time to time, require urgent and unexpected repair. Should urgent works be required, and Hirer and visitor safety has the potential to be compromised, the booking may, at the discretion of the Minister, be cancelled and a full refund of any hire fee will be provided by the Minister to the Hirer. The Minister undertakes that the Hirer will be notified as soon as possible if any urgent repair works are required that impact a booking.

# Patrons & Capacity

## Drill Hall:

All evening events/functions in the Drill Hall require security personnel. Those with over 300 patrons must hire/contract a minimum of 4 (four) Licensed Security Guards from a reputable security firm (approved by the Site Manager) at the Hirer's expense. Security Guards must be on site for the duration of the event.

Maximum Capacity for the Drill Hall internal area is 1.000 patrons; however, each booking/function will have its own capacity limit depending on the type of event/function and the layout. This will be agreed by the Site Manager at time of booking. Please respect this limit as exceeding this number could cause the cancellation or closure of the event.

The Drill Hall is a non-smoking venue as this is the law and unfortunately smoking is not permitted anywhere in the building. Breach of this would result in both the building and the hirer being fined and/or the event/function being halted.

## Parade Ground:

The Torrens Parade Ground parking capacity is limited by types and number of events/functions on the day. The Parade Ground may be used by multiple groups at the same time. Please provide your specific requirements with your Booking Request Form and attach additional pages/plans if required. Failure to provide sufficient information may result in the Parade Grounds area available to your event/function being defined solely by the information provided.

Please specify if you will be requiring the entire Parade Ground for your event/function otherwise shared use will be presumed.

## Alcohol

No alcohol is permitted unless you have a valid liquor licence and DEW approval. A Temporary Event Liquor Licence and or extension of an existing Liquor Licence are required for all events serving alcohol. Evidence of liquor licence for the event must be supplied to DEW and displayed at the event. The Hirer will be responsible for the provisions of the Liquor License Laws and all regulations under the Act, ensuring that no alcohol is consumed in the building for any activates where a liquor licence has not been obtained

If the area used for consumption of alcohol is outdoors, it must be fenced and monitored by Licensed Security

Personnel, in accordance with any specific licence requirements.

A copy or email copy of the licence must be provided to the Site Manager at least fourteen (14) days prior to the event.

## Music/Noise

The Hirer must not make or permit to be made any loud, disturbing, irritating or improper noises; and not install or use any engine or machine which shall cause noise or vibration in the building, as the occupants are entitled to the quiet enjoyment of the building and grounds. Please consult The Environment Protection Authority (EPA) website for details on your obligations for outdoor events <http://www.epa.sa.gov.au>.

No public address (PA) system or electronically operated sound equipment shall be used unless approved by DEW as part of the event/function.

If, during the event, substantiated complaints or breaches of noise conditions occur, the event organiser must immediately reduce the noise to ensure the event complies with the noise levels specified in the noise conditions above.

A licence is required to use live music and or recorded music at the event if that music is protected by copyright. The person who authorises the playing or performance of music at any event is responsible for obtaining the appropriate licences from the Australasian Performing Right Association (APRA) and the Phonographic Performance Company of Australia (PPCA).

No amplified music is to be played after 11pm. The hirer must vacate by agreed close time and all guests must have left the immediate vicinity of the building 30 minutes after the end of the event/function. At all times the Hirer and guests should be considerate of our neighbours. It is an obligation of the Hirer to ensure all guests are aware of the license conditions.

## Temporary Structures

The temporary structures must be erected and secured in accordance with the manufacturers / structural specifications to ensure they are structurally sound and can withstand likely wind in the locality and any likely live loadings and also comply as follows: (a) Separate certification shall be provided by the installers, for the structures, confirming installation in accordance with the relevant specifications. The certificates are to be provided to the DEW once

No public amusement devices such as merry-go-rounds, Ferris wheels, inflatable castles, or similar shall be erected or installed unless approved by DEW as part of the event.

Stage structures are not to be loaded in excess of those loadings recommended by the suppliers and/or manufacturer.

All mechanical and electrical installations including generators, electrical cabling and any mobile structures are to be surrounded or covered by appropriate physical barriers so as to prevent unauthorised access by the public at all times, and to protect ground laid cabling from being trip hazards, during public occupation of the site.

All structures, to which members of the public may be allowed access are to be supervised by responsible and authorised event representative at all times when occupied by the public.

Adequate handheld fire extinguishers must be available at all times during operation of any electrical or electronic device and are to be available at all times during operations. A schedule of supply must be provided to the inspecting officer prior to commencement of the approved use.

The ground surface on which the structure is to be erected is to be sufficiently firm to sustain the structure while it is being used and isn't dangerous because of its slope or irregularity or for any other reason.

The structures and surrounds are to be maintained in a clean and tidy manner at all times, all waste and general rubbish is to be cleared on a regular basis.

## Equipment and Furniture

The Hirer must make their own arrangements for caterers and other furniture and equipment.

The Hirer is responsible for the set-up and removal of the equipment and furniture required for their particular event within the access period which includes times for bump in/out as specified in the agreement. The Site Coordinator may assist in the coordination of furniture and equipment allocation, however, is not obliged to assist in the set-up or removal of equipment or furniture needed for the event.

Hirers may not affix fittings to any part of building using nails, bolts or any sharp instrument or through drilling or cutting into any parts of the structure. Nor damage the Parade Grounds or Drill Hall by paint, steel pegs, helicopters, trucks, bins and objects being dropped etc. Subject to event equipment, there may be a requirement for the hirer to provide temporary flooring to protect the Drill Hall floor and or ground protection to protect the Parade Ground. Hirer to consult site coordinator for advice on this.

Decorating is permitted on any tables used for the event/function but nothing is permitted to be hung from the ceiling (unless prior approval is gained from the Site Manager) or affixed to the walls. All items must be cleared

at the end of the event/function or a clean-up fee will apply.

The Hirer agrees not to alter the building, hang anything or change any part of the facility or fixture without the prior written consent of the Site Manager. The Hirer shall not damage any property of the Department of Environment & Water and shall on becoming aware of any damage report that damage immediately to the Site Manager. The Hirer will be held liable for any damages

Confetti, glitter, rice, petals or any other similar material cannot be used in or around the building. Permission must be sought if the Hirer wishes to decorate the venue (whether personally or with external decorators).

The Hirer will ensure that tables, chairs and any other furniture/ equipment used are returned to their original position. If the Drill Hall staff are required to reset a room, the Hirer will be charged a set-up fee.

Any internal structure (walls, plinths stages and other equipment must be prepared for use off site (i.e. painting, construction etc.)

The Site Coordinator should only direct the Hirer as to their particular responsibilities and correct actions whilst hiring the Torrens Parade Grounds and/or Drill Hall.

The Hirer will not install, use or bring into the hired facility any additional electrical installation equipment of fittings for the purpose of the Hirer's event/function unless that equipment complies with requirements of Australian Standards AS 3000 or any replacement or amended standard. All such items of equipment must bear the appropriate tagging.

Prior to the event the hirer/user must specify all the equipment that will be required and agree responsibility of use. Items such as memory sticks and/or DVD's or DVR's should be tested prior to the function.

Do not affix to or hang any item from any part of the internal sculpture.

Do not remove any item from the walls.

All damage, breakages must be reported to the Site Coordinator as soon as practical during office hours.

Kitchen facilities are available but must be left as found. Any breakages or damage will be paid for by the hirer.

Access is provided for perishable food storage in a designated area as agreed between hirer and Site Manager.

Use of the kitchen by an outside caterer requires a copy of caterer's insurance and Health & Hygiene certificates before usage.

Portable cool rooms are not permitted inside the building without prior approval of the Site Coordinator.

Firefighting equipment must not be removed or used for activities other than designated functions. The fire hoses must not be used for hosing the Drill Hall or the granite areas to the front of the Building.

## Insurance and Indemnity

The Hirer shall at its expense effect and maintain throughout the Access Period a policy of public risk and product liability Insurance in respect of the Hirer's use of the Hired Premises to the extent of at least TWENTY MILLIONS DOLLARS (\$20,000,000.00) in respect of any one event and in aggregate for products liability in any one policy period and shall produce evidence of an up to date policy at time of booking. No bookings will be confirmed until this has been provided.

The Hirer indemnifies and keeps the Minister from all claims of any nature which the Minister may incur and incurs in connection with any loss of life, personal injury and/or loss or damage to property arising from or as a result of or in any way connected with:

Any occurrence in, upon or about the Used Premises; and/or the Hirer's use of the Premises, except to the extent that such loss of life, personal injury and/or loss of or damage to property is occasioned by any neglect, default or omission by the Minister, his agents, architects, employees, contractors, subcontractors or workmen.

The Hirer will be responsible for personal injury and damage to third party property and must accept all responsibility for the safety of the public in the event of fire or other emergencies during the period of the hire

The Hirer acknowledges and agrees that the Minister does not expressly or implicitly warrant that the Premises are now or will remain suitable or adequate for all or any of the Permitted Use and the Minister makes no warranty as to the repair, state and condition of the hired Premises and all warranties (if any) as to suitability and adequateness or as to state, repair and condition of the Premises implied by law hereby are expressly negated.

The proposed event shall not involve a security risk or danger to the building, fixtures and fittings or unnecessary disruption to the tenants of the building.

The Hirer may only use the venue during the Access Period allocated. The Hirer will use the venue at its own risk. The Hirer will be solely responsible for the personal safety of patrons and the security and storage of all property and belongings on the premises during the Access Period. The organisation arranging the function will be held accountable for the cost of repairing any damage caused by its agents, employees, contractors or guests.

All persons hiring or entering the premises must comply with relevant legislation e.g.: Occupational Health &

Safety, Child Protection Legislation and emergency evacuation plans.

The Hirer will be responsible for any activities likely to be a nuisance to nearby residents and ensure disruptions are prevented. If security is needed for the period of the hire it will be at the Hirer's expense.

The hirer is financially responsible for any damage, for all breakages to equipment, furniture and fixtures incurred to the venue or any other part of the Torrens Parade Ground or Drill Hall by organisers, guests of the organiser or any person attending the event/function and for any DEW property that may be removed from the venue. The Hirer will ensure the Department of the Environment & Water is indemnified for the cost of repair of any damage done to any part of the property or the contents of the building

DEW does not accept responsibility for any damage to or loss of any vehicle whilst parked on Torrens Parade Ground.

Guest car parking is permitted on site (as per agreement of hire) and extra parking is available on nearby by streets and in the public car parking areas around the venue. It is the Hirer and their guest's responsibility to adhere to all marked loading, parking conditions, parking fees and permit zones, as indicated by the Council.

## Security

Will be required for all events after hours. This security personnel must be appropriately licensed in accordance with current SA legislative and regulatory requirements.

## Electricity

Charges may apply for use in the Drill Hall and or external power use on the Parade Grounds. Refer to FEES AND CHARGES list.

## Vehicles and Access

It is the responsibility of the Hirer to ensure the return of boom gate access cards within 48 hours of vacating the premises. A charge of \$20 for each boom gate card will be incurred for non-return of cards outside this period.

Parking must be a minimum of 7 metres from the dais (a plan is available from site coordinator) in front of the building to allow access for emergency vehicles.

Any after-hours call outs to site coordinator or additional security patrols caused by the Hirer's actions will incur a Minimum 4 hour charge at the Housekeeping rate outlined in the TORRENS PARADE GROUND FEES AND CHARGES list.

All vehicles must adhere to the speed limit of 10kph. Drivers must be aware of public safety, especially considering the presence of children.

Any extreme conditions will result in an additional cleaning cost. Personal items must be removed at the end of the event unless prior agreement with Site Manager.

## Cleaning

Tables and chairs wiped clean.

All furniture and equipment used must be stacked and returned to original position.

No food to be left in refrigerator or cupboards.

Hirer accepts responsibility and costs associated with contracting on-site housekeeping including clean-up of venue & excess waste removal. Clean-up includes the toilets and surrounding areas which are part of the Torrens Parade Ground precinct and includes the clean-up of cigarette butts.



## Contact Information:

*Heritage South Australia  
Department for Environment and Water*

***Email:** [DEW.TorrensParadeGround@sa.gov.au](mailto:DEW.TorrensParadeGround@sa.gov.au)*

***Phone:** (08) 8203 9855*

*[www.environment.sa.gov.au/topics/heritage](http://www.environment.sa.gov.au/topics/heritage)*

**Our Site Manager is located at:  
Torrens Parade Ground & Drill Hall,  
1 Victoria Drive, Adelaide SA 5000  
(By appointment only)**

**Postal Address:  
Heritage South Australia  
Department for Environment and Water  
GPO Box 1047  
ADELAIDE SA 5001**