Submission by Hawthorn Artist Society to the City of Boroondara Council: Requirements for Redevelopment of RSL Hall, 605 Glenferrie Road, Hawthorn.

1. Background

Hawthorn Artists Society is an incorporated not for profit organisation whose aims include encouraging all types of visual art, arranging exhibitions of works of art and facilitating meetings, discussions and activities, encourage young and adult artists and maintaining an Art Centre and School co-operatively with other groups with similar interests.

Although the Society's focus is predominantly local, it attracts significant numbers of people to the nearby community. The majority of its activities take pace in the RSL Hall at 605 Glenferrie Road, Hawthorn.

The City of Boroondara has notified the Society that it will undertake a significant redevelopment of the RSL Hall and has provided the Society with drawings that detail the proposed developments.

In response, the Society's management committee has surveyed its members and compiled their requests and comments to the proposal that are listed below.

2. Spatial Concerns

A) Space requirements for Studio

1. Work/Teaching Space

Life drawing space for 22 artists drawing at easels and donkeys centred on life model on mobile platform. Allow circle diameter 8M (Platform plus gap plus easel & artists space)

Alternative teaching arrangement – allow for 15 students/participants at nine tables 1.8 m x 1 m arranged in U around teacher/ demonstrator
(Also suitable for clay modelling, cutting, collage)

Alternative arrangement for lecture. Space for 25-30 chairs arranged around projector screen and teacher . (Digital and analogue slide projector)

2. Space for the following floor standing equipment:

25 Easels	)	
4 Donkeys	)	8 sqm
Mobile platform approx 2mX 2m		4 sqm
Lecture/general stacked chairs 25	)	
High chairs/bar chairs for working at an easel	)	2sqm
Chairs and stools used by models	)	
Floor standing spotlights	)	
Floor heaters	)	
Fans	)	2.5sqm

3. Space for equipment and storage currently provided by built in wall unit

Currently 7m long wall x 2.4 m high x .6 m depth Includes space for
20 collapsible side tables,
Art books and Art magazines
Art materials and supplies,
Props/still life objects for drawing/painting
Tutors' lockers, props. etc. ref 11.
Shelves for magazines and news letters
Flat shelves for Art papers and prints

4. Space for floor standing enclosures and chests

Currently these enclosures would take approximately 5m of wall space if built in
Board rack and boards,
(Boards 25 A1 sized plus a 15 larger boards another 30 smaller)
Box containing collapsible tables 1m X 1.8 m 9 tables
Cupboard for models props – cushions, drapes
Storage chest for models props cushions pillows
Shelf for DVD player and TV Monitor
Wooden bench
Steel cupboard and shelf for CD player
Ladders, Staffs, Rigid tabletops
Screens for backdrops
Wooden Boxes for sets

5. Space for drying rack

6. Space and Shelf/cupboards for tea/lunch breaks
(not required if equivalent access to common facilities)
Bar fridge
Micro wave oven
Kettle
Urn

7. Space for troughs and cleanup area

8. Space for entrance screening the life models from view

9. Space for office and records – able to be secured

Space equivalent to the current office/store containing
- Table or desk for 2 people
- Two 3 drawer filing cabinets
- Desk top computer, printer
- Shelves office supplies, stationery
- Archived files

(It may be possible to reduce this space by using a shared file storage for archives)

Area for paintings collection(8 paintings each less than 1sqm)

10. Space for Models changing area

Changing room
Mirror
Clothes hanging
Secure storage of bag.

11. Space for committee meetings, planning etc
(not required if equivalent access to common facilities)

12. Space to access wall boards (extensive wall board/pin board areas)

13. Space for a rubbish bin in addition to Space for the wheelie bin for the building.

B) . Location and use of Spaces

1. Arrangements for Life Models

Models changing space needs to be adjacent to Studio and close to toilet.(It could be designed to be shared space with the office space.)(Model needs access to toilets other than through bar area) The entrance to the studio room needs to have an entrance space and screening to prevent non artists from accidently "popping in" during life modelling.

2. Other Requirements

The rubbish bin needs to be in or adjacent to the studio. The council wheelie bin needs to be in a space easy to access from the rubbish bin.

The washing trough(s) need sufficient space to have at least two artists cleaning up simultaneously and need to be in or adjacent to the studio space.

Space for tea/coffee, or breakout meetings could be shared spaces outside the studio. Meeting space (shared) should be usable simultaneously with studio activities.

3. Accessibility Concerns

A) Mobility Concerns

Drop off/pickup parking for artists' equipment and artists with limited mobility
(Possibly a 5min curbside parking spot on Glenferrie Rd instead of 1 hour outside the current café)

Simple to use entrance to allow (elderly) artists to bring their folios and supplies and equipment into the studio from their cars. Access for artists using wheel chair/walking frames.

Potential access for paramedics in medical emergency.

Alternative entrance/exit in case of emergency.

(Preferably one door no level changes)
(Preferably an access to Manningtree Road)
(Preferably automatic opening on presentation of security pass)

B) Security concerns

Secure flexible access to sessions 7 days per week 9am to 10pm (currently 180 members + 20 visitors + 15 U3A + 15 Smart Kids +parents pickup of kids

C) Ease of Access concerns

Access for bringing in equipment or paintings for demonstration or exhibition or workshop.

Ideally have through vehicular access and direct unloading from easement lane

4.Health and Safety concerns

Exhaust/extraction fans need to be able to remove fumes from oil and solvents and glues and chalk dust and charcoal dust etc.
Any windows should be able to be opened to back up extractors.

5.Environmental concerns

A) Construction materials

Thermal insulation from North and West.
Sound insulation on all walls.
(***Ref 9. Walls***)

B) Disposal and handling of artists materials

The basic requirement is for two or twin deep troughs with hot and cold water so that at least two artists can clean up simultaneously.
The next level requirement is for handling and disposing of oils, solvents, adhesives etc. It requires a Fume cupboard and at least one of the troughs for cleaning palettes with storage tanks underneath to catch any toxic materials in paint or additives. This storage tank has to be emptied regularly by a professional waste disposal company.
Sinks should be plumbed to handle clay scraps and clay water going down the sink as the material can cause blockage of drains.
Good extraction system is needed to minimise smell and fumes and clay dust in the room.
There should be separate disposal for dry/recyclable materials eg paper, canvas

C) Air Flow

Ideally there would be natural air flow from louvre windows to the South

6. Temperature control – heating/cooling

Heating and cooling, air flow and overhead space for up to 24 people working in studio room with thermostat control in the Studio.
Quick heating for models in winter (To 23 deg C in 10 mins).
(Ideally under floor heating)
Power outlets for fans and heaters for backup and overload on particularly hot or cold days

7. Lighting concerns

A) Natural light

Natural light from south or south east.
No natural light openings from other directions
Diffused natural light from the roof
Ability to blind/close natural light sources

B) Artificial light

Ability to vary up to white light close to daylight 300-500 lux, illuminating all working space and the model.
Spot lighting of model.
Flexibility to change equipment eg having lighting mounted on roof rack with remote controls allowing for easy replacement of globes.

C) Restricted light

Frosting or obscuring treatment is required for any windows/doors to provide privacy for the life model.
Facility is needed to block/blind any light source from inside the studio.

8.Flooring

The majority of artists work standing for most of the time and the teachers stand and walk for most of the time.
The ideal floor is wood . Alternatively an effective equivalent under layer is needed so that they are not standing directly on concrete.
A protective floor covering is required eg “lino” so that charcoal dust chalk paint spills etc can easily be cleaned
The wash up area needs to have suitable wet area floor covering.

9.Walls

Splashbacks and waterproof wall areas are needed near the washing troughs.

Extensive pin board notice boards and working walls should be on two of the walls.

Ideally, the walls should be able to be used as large drawing spaces by taping/pinning drawing paper on walls. This is needed for large scale drawing or painting workshops where the artists “turn and mark” away from a central model or set up.

Plaster /plasterboard should be painted near white and be easy to replaster and paint.

Walls should have sufficient sound insulation that artists working and studying in the studio are not disturbed by sound from external or other areas in the building.

10.Ceilings

High ceilings are required to comfortably accommodate the large group of 24 active people and to dissipate heat from the lights.

Ceiling fans need to be installed above the lights otherwise a flicking shadow is cast across the easels.

Most sessions use background music from CD player. The ceiling and floor materials should not create an echo and interfere with the music.

Ceilings and walls should incorporate an adjustable hanging system for the display of works in the studio and adjacent rooms/office and nearby common area.

11.Cabinetry

Built in cupboards and shelves should be constructed using formica/laminates to accommodate the items noted in section **2. Spatial Concerns** for;

Existing wall unit items,
Larger items currently stored in enclosures on the studio floor , and
A built in drying rack.

12.Equipment

The existing equipment itemized in **2. Spatial Concerns** , need to be moved to the new location or a suitable replacement provided. Also required are;

Attachments for pull down projection screen that is attached to the existing wall unit.

Replacement or space for existing stand for digital or slide projector.

A drying cupboard to be incoporated into the new in-built cupboards to provide for works on paper and small 3D work,

Power: 8-10 GPO's required, and

A moveable bench where paper could be cut, demonstrations carried out or art reference books/ magazines placed specifically for individual teaching lessons.

Hot and cold water to the troughs.

13. Circulation/Organisation

It should be possible for the artists to use the common areas for;
Making tea/ coffee/ refreshments ,
Break out areas , and
Meetings.

The artists will require access to the toilets at all times (see 15) and presumably share this access with RSL and other users.

14. Maintenance concerns

The studio users are accustomed to taking responsibility for cleaning and sweeping at the end of every session using the rubbish bin in the studio.
Ideally the users of the whole RSL building facility would share the use of a professional cleaner once per week.
The large Council rubbish bin is left out in Manningtree Road. (No one brings it in)
The current light globes in the studio are not safely accessible by the users.

15.Services

A) Security

For security from thefts (on average one per year) a secure (internal) letter box and external letter box are needed.

B) Signage

Signage for visitors and advertising are needed – a simple external sign and directory and a subtext on the Manningtree Road sign.

A notice board is required at least equivalent to that on the Manningtree Road door.

C) Internet.

Internet access should be provided by wi-fi and ideally linkage to relevant Boroondara Municipality sites and services.

16. Other concerns/comments

A) Usage and availability.

Currently 180 Hawthorn Artists Society members plus visitors plus approximately 15 U3A members plus 15 Smart Kids use the studio in scheduled sessions (shown on our web site) spread over seven days per week between 9:30 am and 10:00 pm.

Each session also requires set up and preparation time plus cleanup time. Additional workshops and classes are scheduled from time to time.

The schedule varies from term to term depending on the availability of teachers and dema d for courses.

Members also book the studio in unscheduled time to work alone or in groups on their special projects.