

# Testing Grounds

Temporary  
infrastructure  
for creative  
practice

391 Queen Street  
Melbourne VIC 3000

[www.testing-grounds-com.au](http://www.testing-grounds-com.au)

## Testing Grounds Emporium Site Induction Information

Updated 04/05/23

**THIS DOCUMENT IS FOR REFERENCE ONLY**

**ALL SUCCESSFUL EXPRESSIONS OF INTEREST MUST GO THROUGH  
AN INDUCTION PROCESS WITH A MEMBER OF TESTING GROUNDS STAFF.**

We respectfully acknowledge the five language groups of the Kulin Nation as sovereign custodians of the lands on which we work and live. We extend our respects to ancestors and elders past, present and emerging, and to all First Nations people.

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## Site Info

<b>Site Address</b>	432 Queen Street, Melbourne 3000, Victoria  Wurundjeri Country  The three-story yellow and orange building opposite our outdoor site at Market Square.
<b>WiFi</b>	Network: Emporium Password: artartartart!!
<b>Hours of normal operation</b>	Monday - Friday: 9 am – 5 pm Saturday: 10 am – 2 pm
<b>Website</b>	<a href="https://www.testing-grounds.com.au/">https://www.testing-grounds.com.au/</a>
<b>Instagram</b>	@testinggrounds

## Queen Victoria Market Hours of Operation

<b>Monday</b>	<b>Closed</b>
<b>Tuesday</b>	6 am – 3 pm
<b>Wednesday</b>	<b>Closed</b> 5 pm – 10 pm (Seasonal Night Market only – Check the QVM website for dates and details)
<b>Thursday</b>	6 am – 3 pm
<b>Friday</b>	6 am – 3 pm
<b>Saturday</b>	6 am – 4 pm
<b>Sunday</b>	9 am – 4 pm

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## Parking

<b>Loading</b>	Within TG site ONLY with prior approval/ arrangement with TG Staff. You must confirm your vehicle details and loading times with TG staff at least three days prior.
<b>QVM Parking</b>	<p><b>Munro Site Underground Car Park</b> – Paid parking. Cnr Queen and Therry St. Max vehicle height 2.2 meters. Multi-story carpark. Entry and Exit via Queen Street.</p> <p><b>Queen St Open Air Carpark</b> – Paid parking. Access via Queen Streets, Exit Peel or Franklin Streets. Max vehicle height 4 meters. Open air carpark. Entry via Queen or Franklin Street, Exit via Queen Street or Peel Street.</p> <p>Both sites are managed by Care Park. Phone: 03 992 6691 <a href="https://www.carepark.com.au/find-a-care-park/queen-victoria-market/">https://www.carepark.com.au/find-a-care-park/queen-victoria-market/</a></p> <p>Please note: Between 6 am – 9 am free parking/loading on site at Market Square open air carpark.</p>

## Site Contacts

<b>Site Enquiries</b>	<a href="mailto:info@testing-grounds.com.au">info@testing-grounds.com.au</a>
<b>QVM Market and Market related enquiries:</b>	0418 222 119 <a href="mailto:qvmoperations@qvm.com.au">qvmoperations@qvm.com.au</a>
<b>QVM Site Security</b>	MA Security 0414 550 451 Market Office QVM Location Row F1

## Key restrictions

- No loud music after 10pm.
- Accessing the space outside of regular office hours must be arranged with staff.
- No open flames.
- Clear paths to doorways, toilets and fire escapes must be left at all times.
- Do not leave any tools or sharp objects lying around.
- Anything borrowed from Testing Grounds must be returned to where you found it.

## Activity restrictions

- No BYO alcohol at any time. You will be asked to leave promptly if alcohol is brought on site.
- Testing Grounds is a non-smoking site at all times.
- No running on site.

## Photography and Filming

Photography and filming on the Testing Grounds site is permitted.

Commercial photography and videography on site must have a permit obtained under negotiation with Testing Grounds and QVM. Photography of Queen Victoria Market patrons, market operations, market site and surrounds is restricted at all times unless a permit is obtained <https://qvm.com.au/permits/filming/>

## Site Risk Assessment

Testing grounds operates with a general risk assessment to cover day to day activities on site. Any performance or event deemed to require further risk assessment and mitigation may be requested to submit a SWMS to meet OHS requirements. Please consult with the Site Manger.

## Toilets

There are toilets located at the back of the ground floor.

Do not use the toilets in the basement. They are not hooked up to plumbing.

There is no accessible toilet in the building.

The closest accessible toilet is across the road in the Queen Vic Market toilet block, this is open during market hours.

## Cleaning

This is a shared space. Please leave spaces as you wish to find them.

Please take any rubbish with you.

You must leave the space in the state you found it.

If you or any of your guests/audience makes a mess you must clean it up.

Before leaving, check all spaces you used, including toilets, and remove any belongings, mess, or rubbish.

## Access

<b>Ground floor access options</b>	Four steps 25 cm depth 17 cm height <b>OR</b> Four steps 30cm depth 20cm height <b>OR</b> via a ramp with a 1:5 ratio (11° angle) (20% gradient).
<b>Basement</b>	The basement is accessed down a flight of stairs. Steps have 25cm depth 20 cm height 3 steps then a small platform, then another ten steps  It can also be accessed at street level at the rear of the building. The laneway where it is accessed is made of cobblestone.
<b>First floor</b>	This is accessed via a staircase from the ground floor.
<b>Fire escapes</b>	See artists drawing set

## Public Transport

<b>Tram</b>	Routes 19, 57, 58 or 59 stop nearby
<b>Bus</b>	508, 505, 546
<b>Train</b>	Flagstaff Station

## **What We Ask When You Are On Site**

Testing Grounds encourages site participants to experiment and take calculated risk in their practice; we ask that all artists take responsibility for not only the outcome of their work on site, but the processes of setting up and packing away. Being on site means that we require an awareness of surroundings and being present to your actions. As we are in a public and open space we ask that you consider how your work, and how your tasks and activity will affect others around you as you undertake them.

All site users must consider, acknowledge and negotiate with other site participants a fair use of available equipment, understanding the site as a shared and interdisciplinary space for everyone.

Use of Testing Grounds involves understanding and having reasonable expectations of your own skills. If you are uncomfortable with, for example moving objects or assembling anything, please ask for support from staff; that's what we're here for. You should take charge of your own project, but you are under no obligation to do things you are uncomfortable with, unsure of or anything that puts you or others at risk. Please ask questions, please be honest and open and above all ask for help if you are ever unsure. We are here to support your practice.

### **General Occupational Health and Safety**

- All participants must undertake a site induction before any work on site begins.
- Report any accident, hazard or near miss that you encounter in person to Testing Grounds staff as soon as they happen so they can be managed accordingly. This includes notifying TG staff if you access or require the First Aid kit.
- Please do not use ladders on site. If you need to access heights this can only be done with direct staff support.
- Do not strain moving heavy or awkward objects or risk yourself with poor manual handling processes, ask for help or moving trolleys from staff
- Use and operate all equipment safely and within your skillset. If you have not used a piece of equipment or undertaken a process before, always consult with Testing Grounds staff for assistance. We are here to help and support a safe space for you and others
- Take care of the equipment loaned for use and return as it was found after use, reporting its return to staff.

### **Risk Assessment**

- TG Site Risk Assessment and safety controls for general activity are covered in the general risk assessment
- Importantly, any activity not covered in the general risk assessment is considered to involve a greater risk to public, staff and participants. If this is the case artists and participants must complete an additional Risk Assessment/ SWMS with support from TG staff

### **Electrical Safety**

- All cables must be secured using gaffa tape or cable trays
- All electrical equipment used on site, must have a current electrical test tag in order to be used prior to your event or task
- Do not overload power points by chaining power boards together or using high current devices on site (such as large heaters or theatrical lights) without staff support.

### **Equipment, Site & Studios**

- Access to audio visual equipment and facilities will need to be negotiated with TG staff by individual participants as part of your Project Agreement.
- Always clean up your working materials when finished anywhere on site. Pack away materials, store tools and clear areas promptly.
- Ask site manager if you need to patch, repair, replace, modify, fix or paint any areas during our stay or before you leave

### **Gates, Keys, and After Hours Access**

- If your project requires access outside of Testing Grounds opening hours you must negotiate this with the Site Manager in advance. Access to the site outside of these hours is otherwise restricted.
- Site keys are secured with combination locks and padlocks. Always ensure to re-lock these behind you please, and scramble the combination code.
- If you are accessing the site grounds out of hours for any reason (i.e. when no Testing Grounds staff member is on site), you must notify Testing Grounds staff via email every time you arrive on site or leave site. Just a one line email of 'arrived' or 'exited' with whoever is on site and when each person leaves.  
Email: [info@testing-grounds.com.au](mailto:info@testing-grounds.com.au)