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CONSERVATION MANAGEMENT PLAN



MEMORIAL HALL SOUTH MELBOURNE

PREPARED BY ANDRONAS CONSERVATION ARCHITECTURE
IN ASSOCIATION WITH LANDMARK HERITAGE

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Appendix A

Condition Survey prepared by Andronas Conservation Architecture
(Dated 12 August 2021, pages 1 to 29 inclusive)

Appendix B

Architectural Drawings prepared by Andronas Conservation Architecture
(Dated 12 August 2021, pages A.00 to A.03 inclusive)

Appendix C

Structural Engineer Inspection Report prepared by Mark Hodgkinson Pty Ltd
(Dated 18 June 2021, pages 1 to 34 inclusive)

1.0 INTRODUCTION

1.1 Background

The South Melbourne Memorial Hall, at 14A Ferrars Place, South Melbourne, is located on Crown Land, for which the City of Port Phillip is the Committee of Management. It is currently leased by the Hellenic RSL Sub Branch, which was founded in the late 1970s to promote the contribution of the Hellenes to the Australian War Effort over the 20th century and beyond, and to support Hellenic veterans and their families.

To assist with its management and plan for its future, the City of Port Phillip (CoPP) commissioned Andronas Conservation Architecture to prepare a Conservation Management Plan (CMP) for the Memorial Hall.

1.2 Project brief and scope

In its project brief, CoPP specified that the CMP should include the whole of the Memorial Hall building and its fixtures (for example, light fittings), but not include furniture and other movable objects. It was also to address the significance (or lack thereof) of plantings around the building and the surrounding Anzac Gardens more generally.

The CMP was to be prepared in accordance with the principles and procedures set out in the *Australia ICOMOS Charter for Places of Cultural Significance* (the Burra Charter, rev. 2013), with all terminology consistent with the Burra Charter. The specific contents and structure of the CMP was to be in accordance with Heritage Council of Victoria's *Conservation Management Plans: Managing Heritage Places. A guide* (2010).

A series of specific tasks were set out in the brief as well, with each section of the CMP prepared for review by CoPP, followed by a hold point before proceeding to the next part.

1.3 Study Area and Heritage Listings

The South Melbourne Memorial Hall is located on a semi-circular reserve (Anzac Gardens) just east of the light rail line that runs parallel to Ferrars Street. This reserve formed part of the original layout of St Vincent's Place. The reserve's name is not included in the Register of Geographical Names.

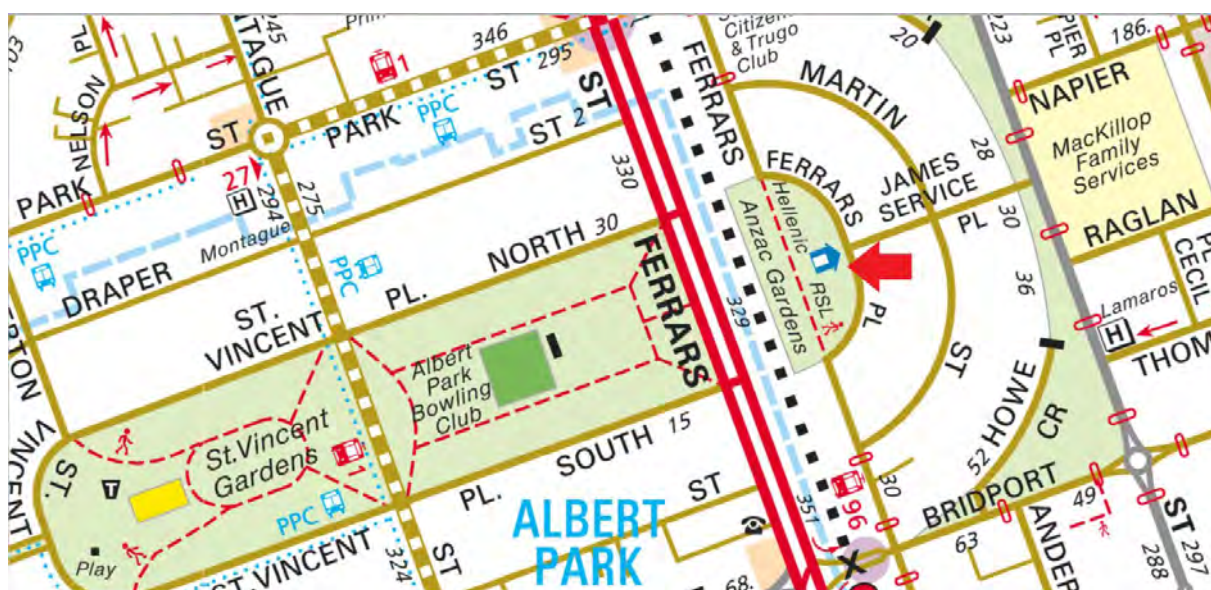


Figure 1. Location of the South Melbourne Memorial Hall, 14A Ferrars Place, indicated by a red arrow. (Melway Online, 2021)

The recent aerial view, below, shows the extent of 14A Ferrars Place as it relates to the Memorial Hall, the surrounding Anzac Gardens, and James Service Place (the east-west street that it faces).



Figure 2. Aerial photograph of the Memorial Hall site (shaded red) and its surroundings. (Nearmap, 2020, provided by CoPP)

As indicated on the Heritage Overlay map, below, the Memorial Hall sits within the Port Philip Heritage Overlay precinct HO441 St Vincent Place East. This precinct is bounded by Park, Cecil and Ferrars streets and Albert Road. External paint controls apply in this precinct.

The statement of significance for HO441 reads as follows:

What is significant?

The St Vincent Place East Precinct in South Melbourne comprises two contemporaneous residential developments of contrasting layout: one with three curved roadways (Howe Crescent, Martin Street and Ferrars Place) radiating from a half-round reserve, and another alongside with a more conventional rectilinear grid layout (Anderson Street, and parts of Albert Road, Cecil Street and Bridport Street). Both areas developed promptly from the mid-1860s to the early 1870s, and today remain largely characterised by housing from that era, principally in the form of large residences (townhouses, terraces and large villas) and some smaller dwellings.

How is it significant?

The precinct is of historical, architectural and aesthetic significance to the City of Port Phillip.

Why is it significant?

Historically, the precinct is significant as a cohesive and self-contained development of housing from the late 1860s and early 1870s. It demonstrates the initial residential expansion beyond the original Emerald Hill township, which, over the next few decades, would spread

further south and east. The precinct is also historically significant as South Melbourne's first prestigious residential estate, where many prominent Melbourne men (such as surgeon Dr James Barrett, and Collins Street retailers Samuel Mullen and W H Roche) erected fine dwellings for themselves. The grand residences along Howe Crescent and Ferrars Place represent an interesting contrast to the smaller and humbler cottages that can be found in the alley-like Martin Street.

Historically, the northern portion of the precinct is significant as part of the broader St Vincent Place estate, which represents the finest example in Victoria of a nineteenth-century residential square on the English model. Although long separated from the larger part of the original estate (which is included on the Victorian Heritage Register) by the railway line, the present precinct represents the completion of the original crescent scheme. As such, it is also significant for associations with both its original surveyor Andrew Clarke, and with Clemet Hodgkinson, who subsequently revised the layout.

Aesthetically, the northern portion of the precinct is significant for its highly distinctive urban planning, namely the curving crescents, the notably wide central avenue (James Service Place), the associated reserves and avenues of mature street trees. This is enhanced by the built form itself, with rows of terraced houses and villas that follow the curve to create a truly unique streetscape, and elements such as the soldier's memorial hall, which serves as a focal point at the vista of the central avenue.



Figure 3. Mapping of the City of Port Phillip Heritage Overlay (pink) as it relates to the subject site (outlined in blue). (VicPlan, 3 June 2021)

Gradings within the HO441 precinct, and the adjoining HO258 precinct which covers the western part of St Vincent's Place, are shown on the map below.

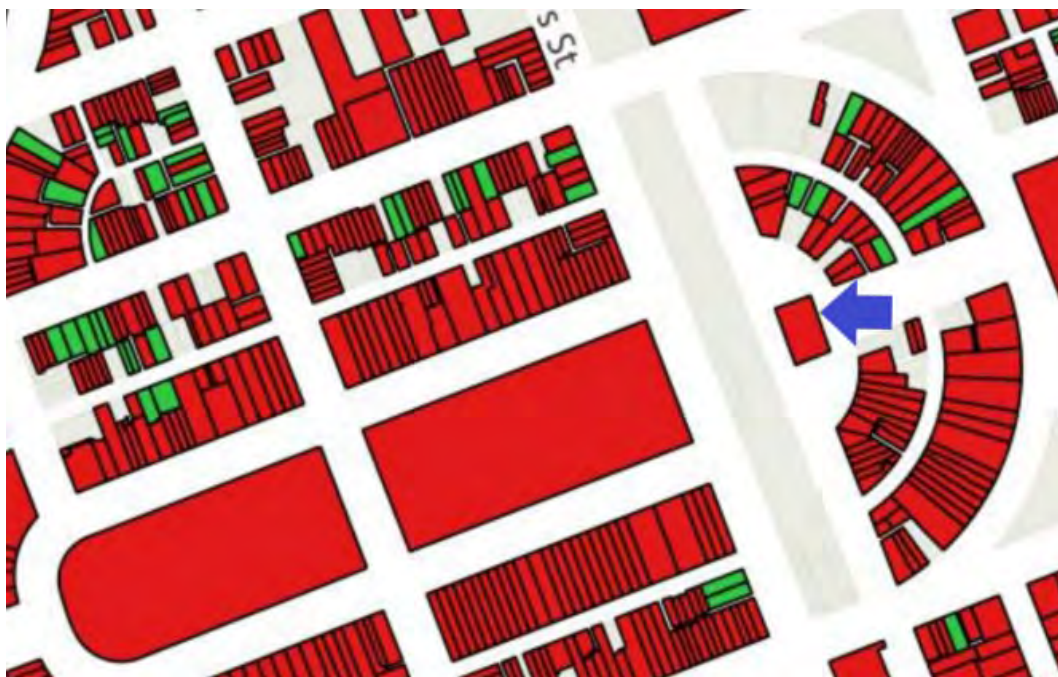


Figure 4. Excerpt from City of Port Phillip Heritage Policy Map, July 2020. Contributory properties are shaded green. Significant in a precinct and individually significant properties are shaded red. The Memorial Hall is indicated by an arrow.

As shown on the Heritage Policy Map above, the Memorial Hall is a significant-graded site. In the Port Phillip Heritage Overlay, there are two levels of a ‘significant’ grade. Places that have their own place citation are ‘individually significant’, meeting the threshold of local significance. They would warrant inclusion in the Heritage Overlay even if there were no precinct around them. ‘Significant’ places that do not have their own citation, however, only warrant heritage protection if located in an HO precinct, that is, they do not individually meet the threshold of local significance.

There is an individual citation for the subject site, Citation No. 2236. The name of the citation – ‘Anzac Gardens, formerly St Vincent Place – suggests that only the garden setting is significant. The rest of the citation, however, makes it clear that the Memorial Hall is very much recognised as significant. Its photo is used to illustrate the citation, and it is addressed in the description, history and statement of significance. Therefore, the South Melbourne Memorial Hall is properly recognised as an individually significant place that would warrant protection in the Heritage Overlay regardless of its inclusion in the HO441 precinct.

The South Melbourne Memorial Hall is not inscribed in the Victorian Heritage Register, nor is it included in the (non-statutory) National Trust Register.

The South Melbourne and Albert Park RSL Sub-branch honour boards, displayed inside the Memorial Hall, are listed in the Monument Australia list of community monuments. Monument Australia is a non-profit organisation, and this listing has no statutory effect.

1.4 Project Methodology

As required by the brief, this CMP has been prepared in accordance with the principles and procedures set out in the Burra Charter, and its structure is in accordance with the Heritage Council of Victoria’s *Conservation Management Plans: Managing Heritage Places. A guide* (2010).

The project began with an inception meeting, on 16 February 2021, held between the project managers from CoPP’s Property and Assets department and the Andronas Conservation Architecture project team. CoPP explained the current use of the Memorial Hall and raised

questions about its relationship to its surroundings (both physically and socially). The project timeline and background materials to be provided by CoPP were discussed.

The next steps were a conditions inspection of the Memorial Hall and preparation of a history of the building and its site. The history drew upon primary sources such as building permit records and property files held by CoPP, Public Record Office Victoria files, contemporary newspaper accounts, and historic images, as well as secondary sources concerning South Melbourne, war memorials and the architects.

While the Port Phillip Heritage Centre and Local History Services was consulted, they were not able to provide any information.

Once the history was reviewed and approved by CoPP, the assessment of the Memorial Hall was carried out. This comprised a comparative analysis of the Memorial Hall with similar facilities in Port Phillip and further afield in metropolitan Melbourne and country Victoria, with other public buildings in the same Georgian Revival style, and with other designs by its architects, Gawler & Drummond.

The conclusions of this comparative analysis and from the history were then considered against the HERCON Criteria (Heritage Council Criteria for the Assessment of Cultural Heritage Significance). This assessment was condensed into a statement of significance, in the three-part format developed by the *Burra Charter* and recommended by the VPP Practice Note 'Applying the Heritage Overlay' (2018). As the history found that Anzac Gardens is a recent (late 1980s) creation, the assessment concluded that the layout and plantings of the Gardens are not of heritage significance.

To prepare the next section of the CMP, an analysis of the constraints and opportunities inherent in the place, two meetings were held with stakeholders on 4 May 2021. The first was with two of CoPP's Property and Assets team, the second with two Hellenic RSL Sub Branch officer bearers. Both meetings were held in and around the Memorial Hall, which enabled detailed discussion of how the building is currently used and exploration of future possibilities.

Conservation policies were prepared by the consultant team. For each policy area, a high-level policy in line with the Australia ICOMOS *Burra Charter* is followed by application of that policy to specific issues identified. In some cases, further discussion of how these detailed policies could be applied to current issues is provided. The high level, guiding policies should be applicable to other issues that may arise in the future, while the detailed policies should be revisited and revised regularly into the future as the issues undergo change.

The action plan was developed based on the research and investigation amassed in the CMP, with a key focus on summarising the condition survey and conservation policies into an actionable plan. The action plan is to be used as an overarching document to provide a general scope of works, and used in parallel with the condition survey.

1.5 Project team and Acknowledgements

The Andronas Conservation Architecture project team involved in the preparation of this CMP, and their roles, were as follows:

- Arthur Andronas, project lead, client and stakeholder meetings, conditions survey, development of conservation policy and action plan
- Natica Schmeder, Landmark Heritage Pty Ltd, client and stakeholder meetings, historical research, significance assessment, constraints and opportunities, preparation of conservation policy
- Luke Peldys, client meetings, conditions survey, preparation of action plan
- Mark Joseph, conditions survey

The project team wishes to thank the following stakeholders for their input into the development of this CMP:

- Anthony Savenkov, Head of Real Estate Portfolio, Property and Assets, CoPP
- Aaron Lenden, Property Transactions Specialist, Property and Assets, CoPP
- Tom Temay, Property Development Associate, Property and Assets, CoPP
- Manuel (Manolis) Karvelas, President, Hellenic RSL Sub Branch
- Terry Kanellos, Secretary, Hellenic RSL Sub Branch

2.0 DESCRIPTION & PHYSICAL ANALYSIS

2.1 Setting

South Melbourne Memorial Hall is located on a flat, semi-circular site of Anzac Gardens. It has an axial relationship with the tower of the former St Vincent's Boys' Orphanage viewed at the east of James Service Place. The semi-circular plan of Anzac Gardens is significant as part of the larger layout of St Vincent's Gardens, as surveyed in 1854. The Gardens now incorporating the former Ferrars Place roadbed to the west.



Figure 1. Front façade and main entry of Memorial Hall, east and north elevations

The site is separated from the adjacent residential neighbourhood by Ferrars Place, which wraps around the north, east and south sides of the site. Anzac Gardens, a small reserve to the west of the building, includes pathways which transverse through the site, larger trees and park benches. The majority of the Gardens is predominately lawn, with mixed planting and semi-mature trees. Pencil Pines flanking the front façade of the Memorial Hall are appropriate to its memorial function, but they are not an early feature of this site, as detailing in the history.

As the site has no demarcation of boundary or fences, the exterior of Memorial Hall (Anzac Gardens) is available for public viewing and appreciation.

2.2 Exterior of the Building

The Memorial Hall displays characteristics of the interwar Georgian Revival style, including its boxy, symmetrical form, hipped roof, use of red face brick with render dressings, nine-over-one sash windows, elongated eaves modillions, and segmental broken-bed pediment above the entrance. A flagpole marks it as a community-use building. Like other examples of its era, it combines traditional detailing with stripped classical elements, such as the parapeted and stepped central breakfront, giving it a contemporary feel. The building is highly intact externally, particularly the front facade. The lettering “Memorial Hall” on the front façade and the two memorial plaques provide a general interpretation of the building’s original use and significance.



Figure 2. East elevation, exterior - Front façade and main entry of Memorial Hall.

The roof consists of largely a single hipped tile roof (with a ridge vent), with a smaller hipped section behind the parapeted central breakfront. The roof is clad in original Marseille pattern terracotta tiles.

While a simple building, with only a few decorative flourishes such as the eaves modillions and the scroll detail to the external chimney breast, the South Melbourne Memorial Hall is distinguished by its axial relationship with the tower of the former St Vincent’s Boys’ Orphanage viewed at the east end of James Service Place.

Overall, the exterior of the Memorial Hall retains most of its original 1925 external appearance, the most prominent difference being the loss of the masonry/timber staircases that bookended the building to the north and south, with only the north side being replaced with a modern metal stair. Further additions to the exterior include a concrete landing and ramp to the front entry, which is not sympathetic to original design and symmetry of Memorial Hall.



Figure 3. North elevation, exterior – note original scroll detailing to the external chimney breast and modern metal egress stair.

The rear (west) elevation has undergone the most significant degree of change, with the closing up of original openings and particularly with the installation of building plant (condensers, extractor fans, etc.).



Figure 4. West elevation (left) & south elevation (right); note significant building plant on west elevation.

2.3 Interior of the Building

The Memorial Hall’s internal representative spaces – entrance hall, internal staircase, meeting/billiard room, and upstairs community hall – have high intactness. They retain both their plan form and finishes such as the marble and tile dado in the entrance hall, WWI and WWII honour boards, geometric fibrous plaster ceilings, ceiling beams, a brick fireplace, and staircase newels and balustrade, as well as original doors and architraves, Bakelite light switches, etc.

In some areas, internal walls have been removed or altered to accommodate changing use. This includes the merging of a much smaller original kitchen, buffet area and card room addition to create a larger semi-commercial kitchen. Other alterations include the expansion of the men’s toilets into a previous cloak room, and closure of original egress points from the Billiard Room to the west and upper Meeting Room to the south.



Figure 5. Main entry, interior – original Alicante marble and tile dado with WWI and WWII honour boards above

There are two honour boards displayed in the entrance corridor of the Memorial Hall that are connected with the original users of the building: the South Melbourne and Albert Park RSL Branch. The honour boards list the names of local residents who served in WWI and WWII. They are both constructed of high-quality hardwood timber with lettering applied in gold paint (or possibly gold leaf) by a skilled signwriter.



Figure 6. Meeting room (left) & upstairs community room (right), interior – representative spaces that retain both their plan form and finishes



Figure 7. Staircase, interior – highly intact, although over painting diminishes their appearance

3.0 HISTORY

3.1 South Melbourne

The first formal European settlement of South Melbourne, then known as Emerald Hill, was the reservation of 10 acres for the Melbourne Orphan Asylum, though an illegal tent camp had already been established by the early 1850s. The first government land sale in the suburb was carried out in August 1852, and provided government reserves for an orphanage, police town hall, church and National School reserves in the area where the South Melbourne Town Hall now stands. In 1854, land to the south was surveyed, reportedly by Clement Hodgkinson, including St Vincent's Place. This residential square, enclosed by semi-circular streets at either end, was inspired by the formal residential squares of English cities.



Figure 8. Detail of James Kearney's map 'Melbourne and its suburbs', 1855. Showing 'South Melbourne, Municipality of Emerald Hill'. Note the oval form of St Vincent's Place, with a proposed train line bisecting its eastern end. (State Library of Victoria)

The area on the "hill" was the most densely settled, bounded by Montague, Park, Moray and York streets, and marked by development as a suburban retreat for businessmen and their families. To the north there was empty marshy land until the Yarra River, though this land later served for industrial development, a use that thrived until the late 20th century. To the south was the swampy area that later became Middle Park.

According to Priestley (1995, pp.51-2), the idea of a railway line, bisecting St Vincent's Place was opposed by then Colonial Secretary, and former Surveyor General, Andrew Clarke, but it was

pushed through by the well-connected directors of the Hobsons Bay Railway Company, with the section between the city and St Kilda opening in 1857.

Along with much of Melbourne, Emerald Hill underwent enormous growth during the boom years of the 1880s, with its population almost doubling and the town limits extending in all directions from the “hill”. In 1883 it was proclaimed a city, with a name change to South Melbourne. In these years it became the industrial hub of the metropolitan area, and the profile of its housing stock changed from a well-off commuter suburb to include large amounts of cheap rental properties for the factory workers. This did not, however, mean that some parts of the suburb were not desirable to wealthier residents, as demonstrated by construction of grand residences around St Vincent’s Place.

South Melbourne, along with the rest of the metropolitan area suffered from the 1890s depression, and only regained its pre-depression population of 43,000 and level of industrial activity by 1912. The Edwardian period saw a surge of development in the City’s southern parts, particularly Albert Park (PPHR, Vol 1, pp.13, 15, 16, 22, 26, 27, 30-31, 35). By the interwar period, it was largely a working-class, industrial area with limited open space for its residents (*Record*, 3 Dec 1921, p.1).

3.2 War Memorials

During the first decades of the twentieth century there was an evolution in ideas of how to appropriately memorialise those who served and were lost in successive wars, this evolution moving at different speeds in different countries.

The traditional approach was the erection of monuments to the fallen, which served the sole purpose of commemorating the sacrifice of soldiers who died. This approach was taken with most Boer War memorials in Australia, with local examples including the Gothic style monument erected by the Fifth Contingent of the Victorian Mounted Rifles in the King’s Domain in 1904 (VHR H382). The same approach was taken almost twenty years later with a second monument connected with this war: the granite obelisk of the South African Soldiers Memorial in Albert Reserve, unveiled in 1924. Again, this monument was erected ‘in memory of the Australians who fell in the South African War’ (VHR H1374).

There were two more monuments to the Boer War which recognised both those who served and died and those who returned. Both were erected in 1905. The first of these was the Jubilee Memorial Fountain, Bank Street, South Melbourne (VHR H217), which commemorated those who served and the 50th anniversary of the municipality’s foundation. Similarly, the City of St Kilda’s South African War Memorial in Alfred Square, St Kilda (VHR H1375), specifically named those who died, but also sought to honour all ‘sixty-five brave soldiers who went from St Kilda to fight the Empire’s battles’.

Inglis (2008, p.118) dates a broad change in Australia from “fallen soldiers memorials” to “war memorials” in the waning years of World War I, recognising the importance of returned soldiers and as a ‘community’s statement of bereavement, pride and thanks-giving’. This shift to recognise the living and not only the fallen was also seen in the increasing popularity of useful war memorials that served two purposes. While there were a small number of such Boer War memorials, such as South Melbourne’s Jubilee Memorial Fountain, the idea became much more popular after World War I.

In part, this was encouraged by Victoria’s Municipalities Celebrations and War Memorials Act of 1920, which formally allowed municipal councils to subsidise the construction of memorials, which encouraged the creation of public facilities whose cost was far more than a freestanding monument. There was also a theoretical basis for this shift, asserted as a modern approach ‘in keeping with the spirit of a more enlightened and humane age’, which posited that there were enough monuments to the fallen and modern war memorials should be devoted to the living (Inglis, 2008, pp. 127, 131).

This modern approach mirrored that of the United States, which favoured useful memorials that served more than one purpose. Continental European countries, such as France and Italy, remained steadfast to the idea of monuments to the fallen, while opinion in Great Britain was divided. Australia was similarly divided, with proponents of traditional monuments commenting that

public use facilities should be provided as a matter of course and not wrapped up in a memorial. Just after the war the forerunner of the RSL favoured practical solutions for returned soldiers and the families of fallen soldiers. These included welfare initiatives such as War Services Homes, as well as memorial halls that served as social centres assisting in the repatriation of soldiers into civilian life (Inglis, 2008, p. 131-5).

Monumentality still won out over all, with about 60 percent of all World War I memorials across Australia being pure monuments, nearly 20 percent monumental and useful structures, and 20 percent memorial halls. (Inglis 2008, p.138). In Victoria, a recent survey of war-related heritage found that there are a total of 1386 monuments, 829 buildings, 348 other memorial structures (such as gates, fountains, swimming pools), and 514 botanic features (such as memorial gardens and avenues) commemorating all conflicts of the twentieth century. Amongst the buildings, there is a nearly equal number of community memorial halls (334) and RSL halls (314) (Rowe 2011, p.10-12). Rowe notes that the majority of the RSL halls were built in relation to World War I, and were mostly built in the 1920s. They range from grand examples such as the Soldiers Memorial Institute in Bendigo (1921), to domestically scaled and styled examples in Colac (1920). Most can be described as functional and utilitarian. There are also 46 memorial parks and gardens in Victoria, some of them municipal gardens and others private ventures such as the Salvation Army Memorial Rose Garden in Blackburn South. Their names and sometimes plaques and monuments signal their commemorative purpose (Rowe 2011, pp.30, 50). After World War II, the impetus for useful war memorials greatly increased, with a wide range of facilities from schools to swimming pools built under this banner.

3.3 Architects Gawler and Drummond

Gawler and Drummond was a prolific architectural practice in interwar Melbourne. It was formed in 1914 by John Stevens Gawler (1885-1978) and Walter Alexander Drummond (1890-1930).

John Gawler was born in England in 1885, and emigrated to Victoria with the parents the following year. He served his architectural apprenticeship with practice Gibbs and Finley in 1902-06, and then worked for Ussher and Kemp in 1906-07, while studying at the Working Men's College (now RMIT) (Goad, 2012, p. 269). Prior to the interwar period, one became an architect by serving "articles" with a practising architect for four years, and attending formal classes at night. The pupil did not receive any salary and their family had to pay for this privilege, making it a profession populated by the middle and upper classes. Gawler's family could not afford to pay for his articles, so he first worked as an office boy and then as a junior draftsman, with his articles given to him at no cost by 'a generous boss' (Gawler, 1963, p. 1).

In 1907 Gawler applied to work in China, and spent two years there working for architectural practice Purnell and Paget and 'teaching the Chinese Government and people the European methods of building' (*Bendigo Independent*, 17 Nov 1914, p.2). He then spent two years in Europe and the United States, working in Chicago. During his travels he met his future wife, the American-born Ruth Miller Woodworth whom he wed in 1914 (Lewis, 1996). His time in California was reflected in publications such as a discussion of the Bungalow Court style of development that was so popular in the 1910s in Southern California (*Australian Home Builder*, Feb 1923, p.34). Upon returning to Melbourne in 1912, one of Gawler's first commissions was for the Church of St Agnes in Black Rock of 1913. This began a long association with the Church of England (Goad, 2012, p. 269).

Walter Drummond was born in Hamilton, Victoria, to Alexander Drummond, a journalist at *The Spectator* newspaper (*Horsham Times*, 19 Sep 1930, p.3). The family moved to Bendigo, where Walter studied building construction at the School of Mines at the age of 17 at the same time that he served his articles with architects Keogh and Austen (*Bendigo Advertiser*, 11 Jan. 1907, p.4). Upon completing his studies at the School of Mines and the School of Art in Bendigo, Drummond took up work with a Melbourne firm of architects and obtained an ARVIA degree of architecture by examination (*Bendigo Independent*, 17 Nov 1914, p.2). In early 1913 he took off on a 20-month study and work tour mainly of the United States. He spent the majority of time in San Francisco,

working on the Panama-Pacific Exposition buildings. He also worked for a time in Chicago, and researched reinforced concrete construction, becoming a member of the American Concrete Construction Institute (*Bendigo Advertiser*, 3 Oct 1914, p.9). Described as 'a charming gentleman' remembered for 'his personality and tact' (*Argus*, 12 Sep 1930, P.6), Drummond had a lively interest in the world around him and sent home regular missives about the places and cultures he visited during his travels which were regularly published in *The Bendigo Independent* as well as other newspapers.

Drummond returned to Melbourne in October 1914, after a harrowing escape on his way home from the beginnings of war in Europe. Very soon after, John Gawler asked him to join in a partnership, and by 1 November the formation of Gawler and Drummond was announced (*RBIA Journal of proceedings*, 1 Nov 1914, p. 46). Reportedly, 'Mr. Gawler has been one of Melbourne's busy architects, and has for some time felt the need and help of a suitable partner' (*Bendigo Independent*, 17 Nov 1914, p.2). Their work together was temporarily interrupted by the war, as Gawler served in the AIF as a sapper from 1917 to 1919 (Lewis, 1996). His wife remained behind at their home on Barloa Road, Surrey Hills (AWM). There is no record that Drummond served in the AIF, so it appears that he maintained the architectural practice during this time.

Drummond married Clarine Scott Davey in 1915 (VBDM), and they initially lived in Ascot Vale where their daughter was born (*Argus*, 27 Oct 1917, p.13). In March 1917 Drummond was appointed assistant lecturer on architecture at the University of Melbourne (*Hamilton Spectator*, 15 Mar 1917, p.4). By the 1920s Drummond and family had moved to 17 Mont Albert Road, Canterbury, a brick and roughcast rendered bungalow that was likely his design (S&McD 1930; NB: house demolished after 2007). Apart from his involvement in architecture, Drummond was best remembered as the person who introduced the Rotary International movement from America to Australia, becoming the first secretary of the Melbourne Rotary Club in 1921. Drummond died in 1930, at the early age of 40, 'after a long illness' (*Argus*, 13 Sep 1930, p.20).

During the interwar period, Drummond and Gawler were prolific, designing stores and factories for Fitzroy department store Ackmans Ltd, a large number of buildings for the Church of England, many of the Arts & Crafts in style, an early example of brick veneer construction in Camberwell (of 1916, demolished), the distinctive Romanesque Revival Chapel for the Deaf and Dumb Society in Jolimont (1929), and a range of buildings at the University of Melbourne including the radially planned Grainger Museum (1935-36) (Goad, 2012, p.269).

Gawler had been involved in organising the new Diploma of Architecture program at the University of Melbourne, starting in 1912. Due to the intervening war, classes did not start until 1919 at which time Gawler was put in charge of the course (Gawler, 1963, pp.2-3). In 1929 he became a full-time lecturer, though retaining the right to a private practice. From 1938 to 1947 he was also the dean of the faculty (Goad, 2012, p.269).

After Walter Drummond's death in 1930, John Gawler continued the architectural practice under the style of Gawler and Drummond until 1940. From 1941 he practised with Eric Churcher (1892-1958) was Gawler and Churcher, and in 1947 as Gawler, Churcher and Blackett, with the addition of William Arthur Mordey Blackett. Gawler resigned from practicing architecture in 1946, and turned his attention to town planning, becoming the founding chairman of the Town & Country Planning Board that year. Previously he had been the controller of building permits during World War II, and deputy chair of the Commonwealth Housing Commission from 1943 (Goad, 2012, p.269; Built Heritage). Gawler's memoir-cum-manifesto, *A Roof Over My Head*, reflects his broad interests, covering architectural education, housing styles over the past century, town and country planning, housing and local government, with a series of recommendations for each of these fields of endeavour at the end.

Despite Gawler's retirement, the practice continued to design a wide range of dwellings, factories and industrial buildings up until 1974, when the firm under Gawler's son, was dissolved (Built Heritage).

3.4 Construction of the South Melbourne Memorial Hall

The movement to build a soldiers' and sailors' memorial in the City of South Melbourne formally began with a special Council meeting, chaired by the Mayor RM Cuthbertson, on 14 April 1919 during a lull in the Spanish Flu epidemic. It was to be 'a memorial hall to perpetuate the memory of the gallant men who lost their lives'. While one councillor suggested that a special rate be levied to raise funds, in the end it was decided that the City would provide a site or the money to acquire one, while the rest of the money would be public donations. The fundraising campaign was run by a committee of some 100 people, headed by the South Melbourne Sailors' and Soldiers' Welfare League, with members drawn from the ranks of organisations ranging from South Melbourne Council, local branches of the Sailors' and Soldiers' Imperial League and Fathers' League, the Red Cross, to local churches, friendly societies and sporting clubs (*Age* 15 Apr 1919:7; Priestley 1995, p.290).

Fundraising for the 'South Melbourne Memorial Hall to Fallen Sailors and Soldiers Appeal Fund' took many years, with donations made by local businesses and fundraising events held, including a gymkhana, badges sold at football matches, and concerts on the beach (*Argus* 24 May 1919, p.19; 2 Jun 1919, p.5; *Age*, 13 Sep 1923, p.10; *Record*, 13 Oct 1923, p.4). These fundraising efforts continued even after the tender was let, as the committee had raised less than half the cost of construction by that point (*Record*, 1 Dec 1923, p.3). In the end, the committee raised £2500, while the City Council contributed the remaining £1500 (*Argus*, 27 Apr 1925, p.12).

In late 1920, it looked as though the memorial hall would be located in the existing South Melbourne Drill Hall located on Howe Crescent where it meets Park Street, which was to be purchased from the Defence Department at cost (*Record* 27 Nov 1920, p.2). Councillor Cuthbertson led a deputation of city councillors to the Minister of Defence who promised to assist 'as he believed that they should have these [memorial] halls to keep [returned soldiers] together and foster that comradeship that was established abroad' (*Record*, 5 Mar 1921, p.2). In the end, the Department of Defence offered the Drill Hall site for £3,700, which was beyond the means of the organising committee (*Record*, 3 Dec 1921, p.1). In the end the Drill Hall, located at the site of the current South Melbourne Community Centre, served as a temporary home for the South Melbourne Soldiers' and Sailors' League, and they were soon asked to vacate (Daly 1940, p.268).

The search for a permanent site progressed slowly, with attempts to secure part of the triangular garden reserve between Park Street, Cecil Street and Howe Crescent (*Age*, 1 Dec 1921, p.14). South Melbourne councillors sought a prominent site, on a main street, as it 'was no use ... erecting a memorial hall in a back street where it could not be seen' (*Record*, 3 Dec 1921, p.1). Finally, the Victorian Parliament supported the use of the Ferrars Place reserve nearby, and passed a Bill to grant the land for this purpose (Daly 1940, p.269). The land was gazetted on 21st March 1923 as a Sailors and Soldiers Memorial Reserve (PROV). While not on a major road, it was located at the end of the broad James Service Place, facing the large Catholic Orphanage at its eastern end, lending a degree of visibility and monumentality.

At this time, Ferrars Place continued straight between Park and Bridport streets, leaving a small, semi-elliptical reserve for the memorial hall.

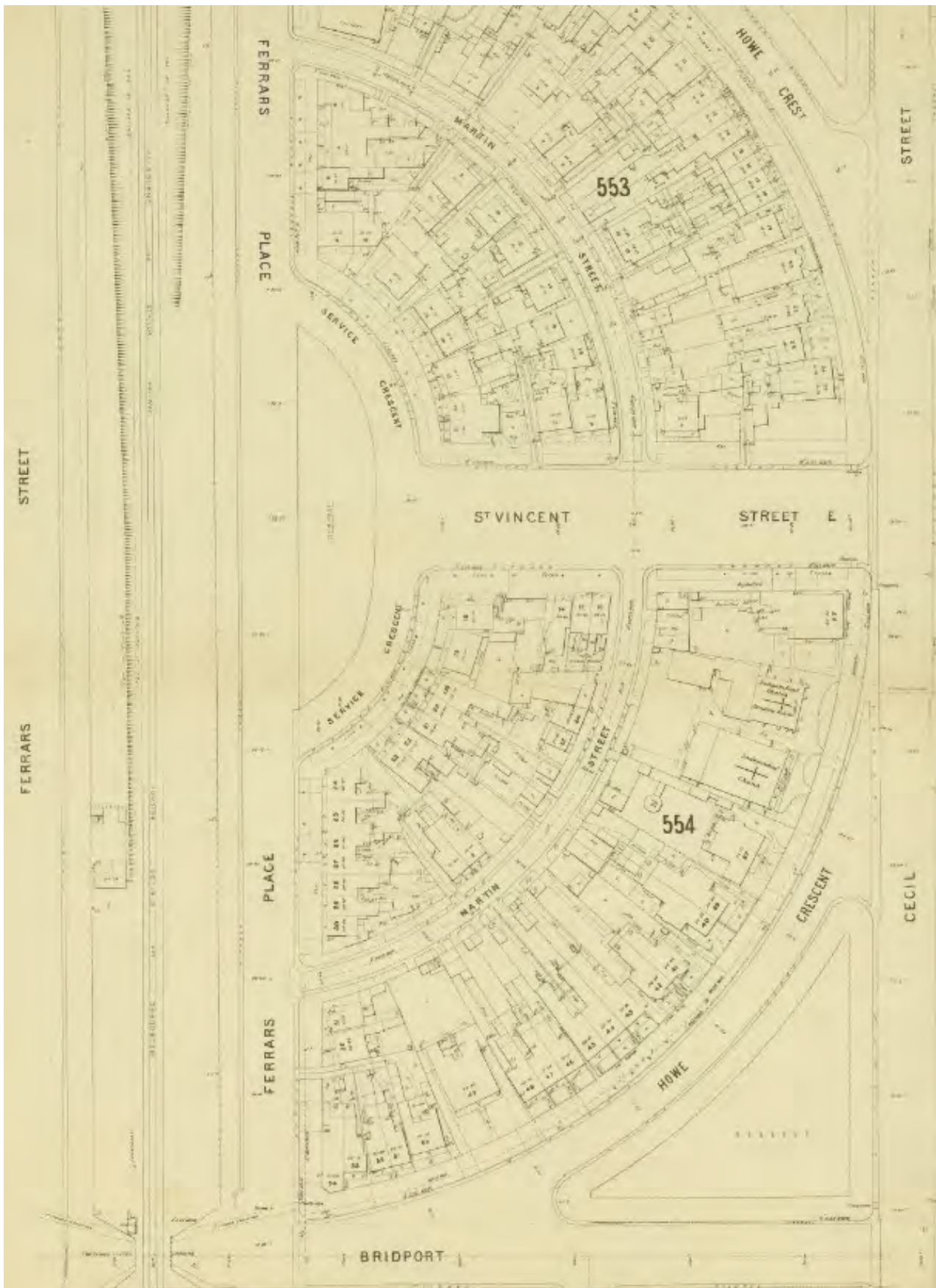


Figure 9. Street layout when the memorial hall was constructed. Note the two roadways surrounding the semi-elliptical reserve at the end of St Vincent Street (now James Service Place). (Detail of MMBW Detail Plans Nos. 553, 554, 555 & 556, 1895)

South Melbourne City Council donated £500, and by September 1923 plans had been prepared by architects Gawler and Drummond, though less than half the cost of construction had been raised (Daly 1940, p. 269; *Age*, 18 Sep 1923, p. 10). Tenders were called by the architects in late November 1923, and builder Clarence Timmins won the contract for £4200 (*Record*, 13 Oct 1923, p.4; 1 Dec 1923, p.3). At the end of February 1924, the City of South Melbourne formally requested permission from the Commission of Public Health to construct a public building. It was noted by the architects that the first-floor hall would be used for public events such as concerts, while the ground-floor billiard room was reserved solely for the use of Returned Soldiers' Association members, so would be a private space (PROV).

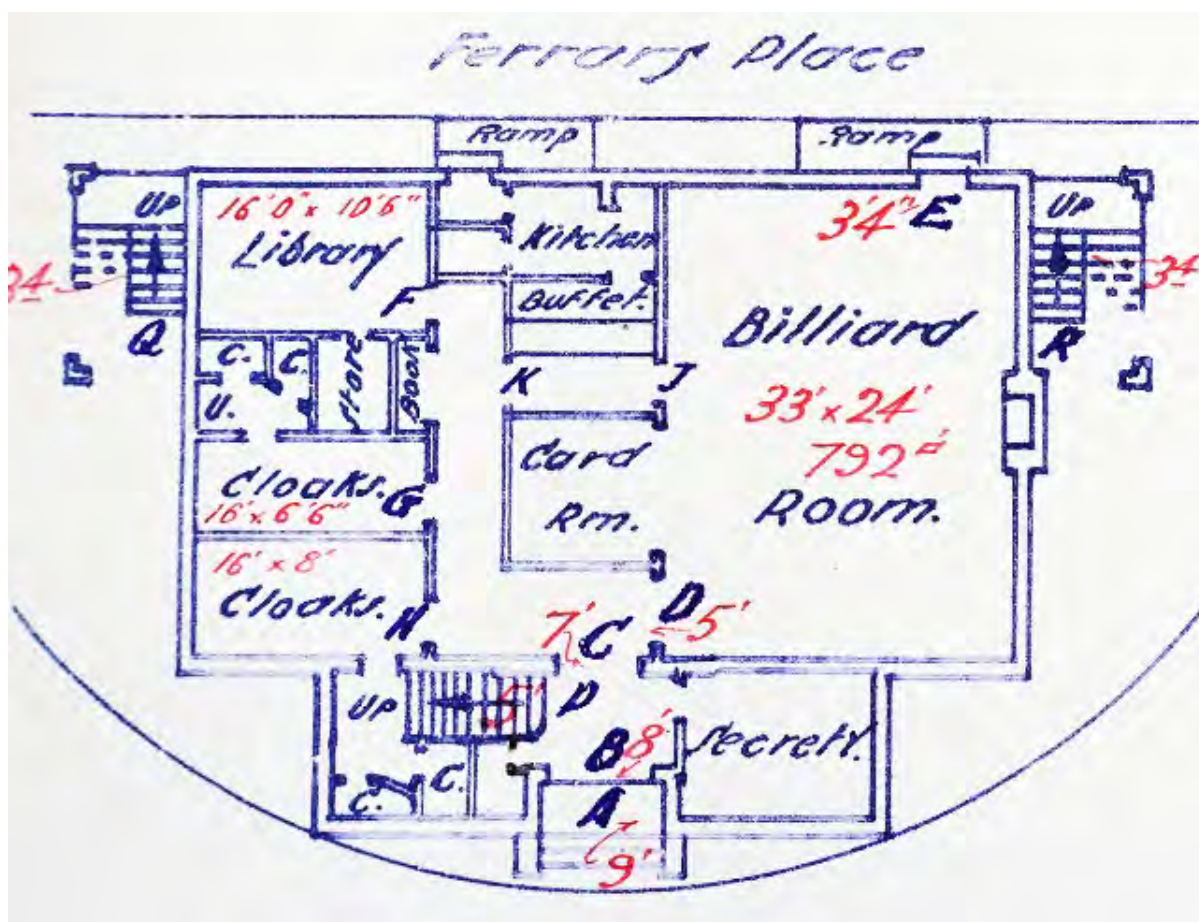


Figure 10. Sketch plan of the ground floor of the Memorial Hall, as completed. The Billiard Room and Card Room were members only. Note that the Library was soon changed to a gentlemen's cloak room. (PROV)

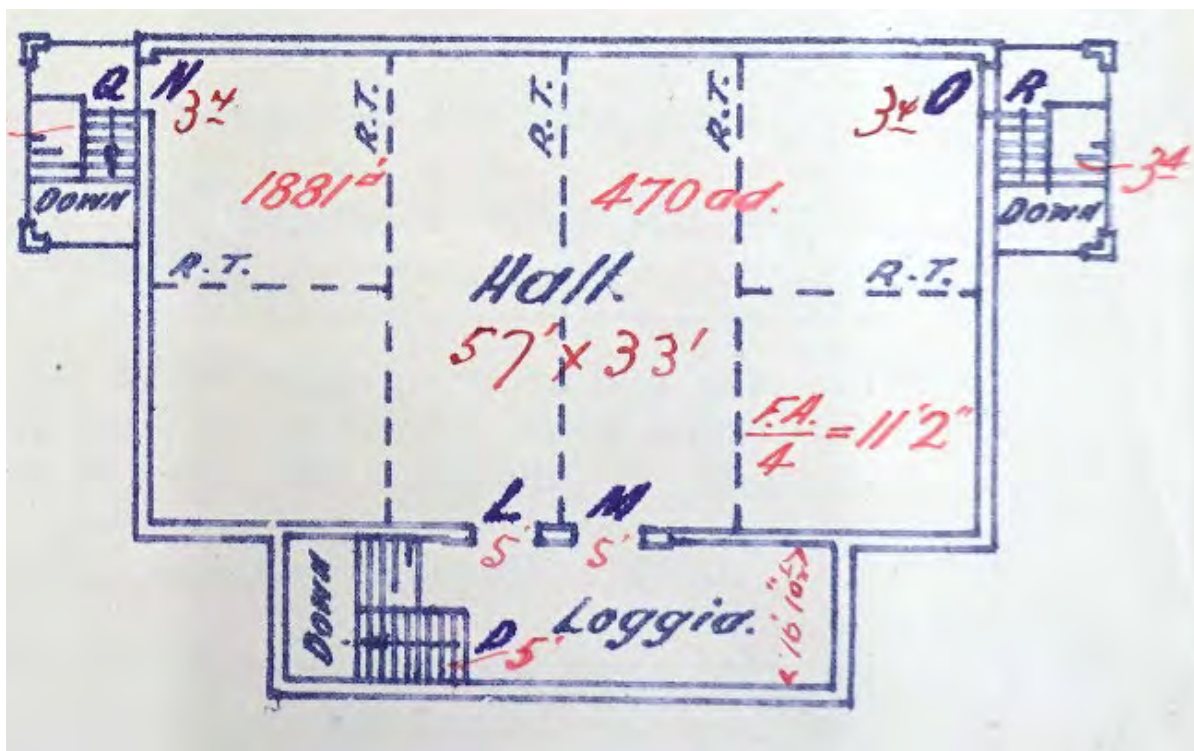


Figure 11. Sketch plan of the first floor of the Memorial Hall. The large Hall space was earmarked for public events, and was served by two external egress stairs. (PROV)

Construction progressed quickly, with the foundation stone laid by Governor of Victoria, the Earl of Stradbroke, on 9 March 1924. While the original motion to construct the memorial hall called for commemoration of the fallen, the foundation stone recognises all 'those who served in the Great War'. It was a major event, overseen by the South Melbourne Mayor with speeches by many local luminaries, and involving a children's choir of 500, a guard of honour of former servicemen, and performances by the South Melbourne City Band, the South Melbourne and Port Melbourne Ladies' Pipe Band and the St Kilda Pipe Band (*Age*, 5 Mar 1924, p.12).

The official opening of the South Melbourne Memorial Hall was performed by Brigadier-General Elliott on 25 April 1925, on a day on which he noted 'the minds of the public were being directed to the noble deeds of the Anzacs at Gallipoli on April 25, 1915'. A Committee of Management, headed by Councillor Cuthbertson, took formal ownership of the hall on behalf of the Returned Soldiers' Association (*Argus*, 27 Apr 1925, p.12; Daly 1940, p.269). The day prior, the land was permanently reserved 'as a site for a Memorial to Sailors and Soldiers who served in the war which commenced in the year 1914 (CoPP Planning file).

In its finished form, the Memorial Hall took up almost the entire depth (east to west) of the reserve, with garden areas to the north and south and the Ferrars Place roadway between it and the railway line.

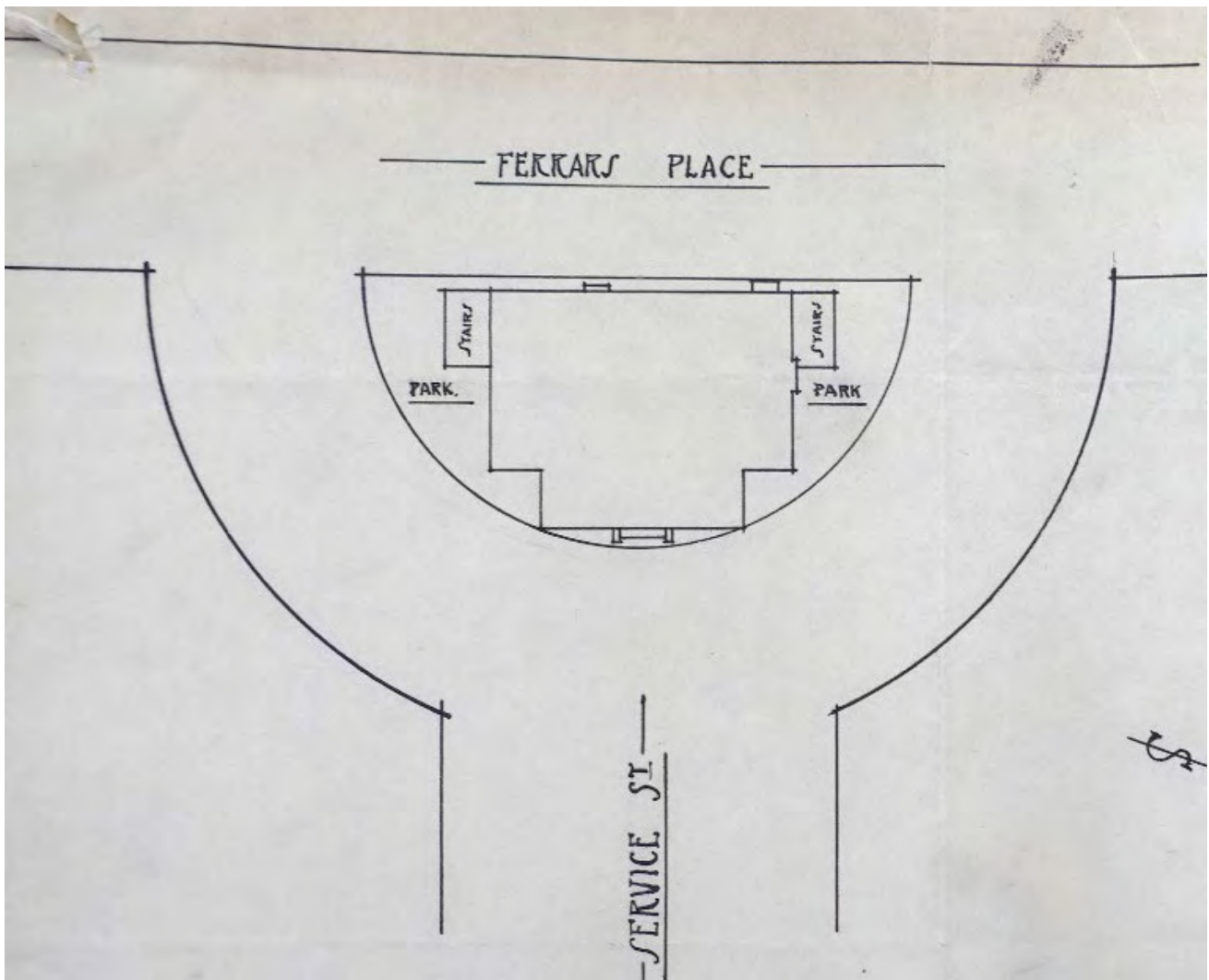


Figure 12. Detail of 1924 Block Plan by Gawler and Drummond, showing the location of the Memorial Hall between two roads and the two sets of external stairs. Note that the shape of the reserve is drawn incorrectly. (PROV)

When completed, the Memorial Hall had electric lighting, inside and out, external staircases with brick superstructures and Kauri timber stairs on the north and south sides, a tile roof and fibrous plaster ceilings inside (PROV). The original appearance of the hall, complete with the since-removed external staircases, is illustrated in drawings held by the City of Port Phillip.

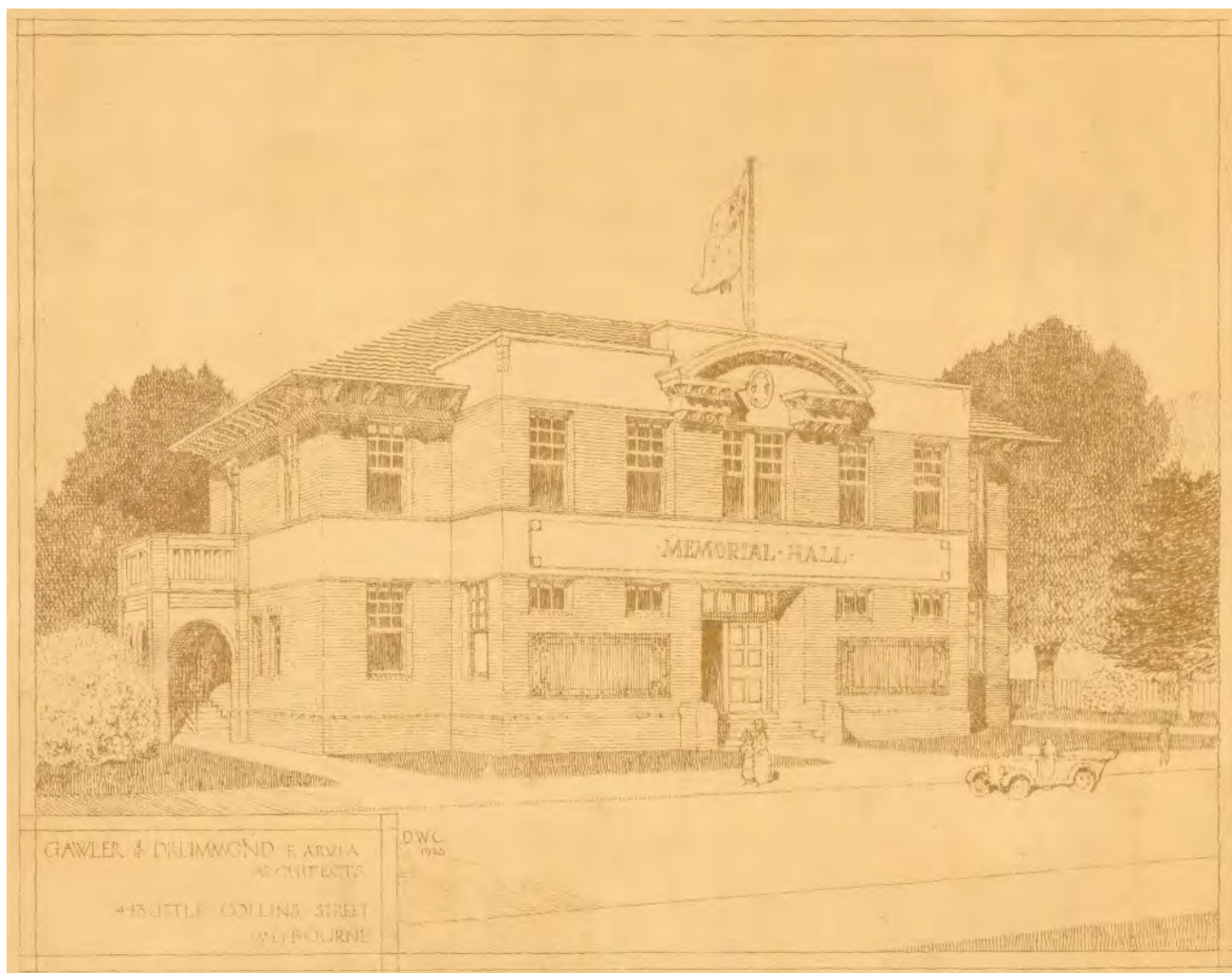


Figure 13. Render of the South Melbourne Memorial Hall, Gawler and Drummond, 1923. Note that the arched openings to the external staircase (at left) were not built. (City of Port Phillip Collection)

There were some simplifications to the exterior of the hall, and possibly the interior. This included the simplification of the external staircases, which ended up with timberwork lattices instead of masonry arches (compare images above and below). These may have been carried out to reduce the £4200 quote from the builder to the final £4000 reportedly paid (*Record* 1 Dec 1923, p.3; *Argus* 27 Apr 1925, p.12). Certainly, the local Returned Services Association had reached the end of their funds by the time the building was erected. Weeks out from its official opening in 1925, the President of the local RSSILA branch, T Hedley Jones, was seeking donations of money or furniture 'to furnish this magnificent hall' (*Record*, 14 Mar 1925, p.8). And when the Commission for Public Health requested a series of changes and adjustments to elements like ventilation and stair handrails, Gawler and Drummond wrote back asking for leniency with some demands, noting: 'As you are no doubt aware, they have had a very hard time to manage affairs, and now the contract has been finalised, they have no money to do anything to the building' (PROV, 23 Nov. 1925).



Figure 14. South Melbourne Soldiers' Memorial Hall elevations and section, Gawler and Drummond, c.1924. Note the simpler external staircases, with timber balustrades and latticework instead of masonry arches (City of Port Phillip Collection)

Despite the financial difficulties, the Memorial Hall was well used in its early years. These included regular Anzac Day services for returned servicemen and their relatives complete with South Melbourne councillors speaking and the South Melbourne Band (*Record*, 1 May 1926, p.7). There were also events to entertain convalescent soldiers from Caulfield Repatriation Hospital, a reunion of returned soldiers, their 'womenfolk' and others who had been involved in fundraising for the hall, and fundraising events for causes such as orphaned soldiers' children. There was also an ongoing effort to obtain the photos of fallen local soldiers, so they could be hung on the walls (*Age*, 22 Oct 1926, p.11; 12 Nov 1927, p.18). A second memorial stone, dedicated to 'those who served in the World War II' was added to the front façade of the building on Anzac Day 1952 in a location that mirrored the original foundation stone.

An agreement was signed on 1 December 1927 between the South Melbourne City Council and the 'Committee of Management of the Sailors' and Soldiers' Memorial Hall in Service Crescent South Melbourne'. The agreement allowed the Committee of Management to lease or let the Memorial Hall to the South Melbourne Branch of the RSSILA. It required that the Committee of Management keep the building 'in a state of good repair' and to keep it insured. The agreement banned 'gambling or unlawful games', 'trade or business with the public' on the premises, and bringing or consuming 'intoxicating or alcoholic liquor' without the Committee's special consent. If any of these covenants were broken, Council had the 'right without notice to at once resume possession of the said hall' (CoSM Property File).

A line of trees was planted in a line to the rear of the Memorial Hall shortly after its construction, screening it from the traffic along Ferrars Place and the railway line. By 1945 this row of deciduous trees was densely grown, but there were no other plantings on the reserve itself, apart from lawn.

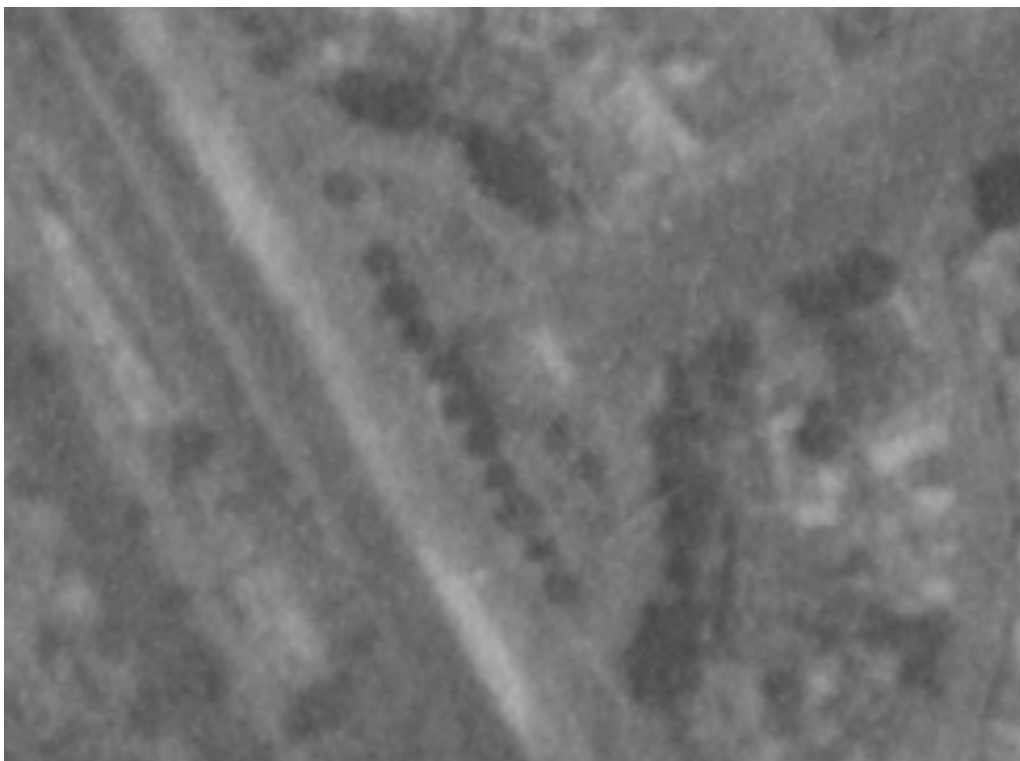


Figure 15. Aerial view of the Memorial Hall (centre) with a row of young trees behind it, 1931. (Landata)



Figure 16. Aerial view of the Memorial Hall in 1945. Note the growth of the trees and the continued presence of Ferrars Place between the hall and the railway line. (Landata)

When the Great Depression struck, the Association looked to cut costs wherever possible, writing to the Commission of Public Health to complain that they should only be charged a public building registration fee of £1 a year instead of the current £2 (PROV, 4 June 1932). In 1950 and again in 1955, they tried to deregister the memorial hall as a public building, noting that it was no longer hired out but only used for Sub Branch purposes. It was finally deregistered in October 1955 (PROV).

The fortunes of the Sub-Branch continued to wane, with the building and its site failing into a state of neglect by the early 1970s. Photographs of that time show the row of trees behind the Memorial Hall and the south external staircase had been removed.



Figure 17. The Memorial Hall in 1971. Note the loss of all trees on the reserve, and the continued presence of Ferrars Place to the rear. Only one external staircase remains, on the north side of the building. (Landata)

In the early 1970s, South Melbourne City Council began to co-fund repairs to the Memorial Hall, in recognition of the diminishing member numbers and financial capacity of the South Melbourne Sub-branch. In 1971, a wide range of remedial works were carried out on the electrical installation, including replacement of the switchboard. Council's City Engineer commented wryly that apart from

age-related deterioration, the need for the work 'was made greater by a good deal of illegal fiddling about by those associated with the Club'. In 1972, Council funded works to repair the front porch: replacement of a cracked bluestone step and repouring the concrete landing. Again the City Engineer criticised the care taken by the Sub-branch, positing that 'this damage has probably been caused by mis-handling of beer barrels being bounced on the areas affected'. In 1973, Council co-funded urgent plumbing works, including 'replacement in copper of the services from the main' and 'replacement of line from the ground floor to the upstairs sink'. In 1979, Council documented and funded repairs following leaks through a rusted chimney flashing, which damaged the north wall of the upstairs hall. During these works the roof tiles were repointed, the flashing replaced, and eaves repaired (CoSM Property File).

By the early 1980s, both timber and brick external staircases were gone, with the south doorway bricked up. A new steel escape stair had been installed on the north side. There were broken windows, faulty electrics, and other wear and tear on the building (PROV).



Figure 18, Front façade of the Memorial Hall, c1970-74. Note the peeling paint and render. (State Library of Victoria, Committee for Urban Action Collection)

By this time, there was a decrease in the Council's willingness to fund or co-fund essential works to the building. When the Committee of Management asked the City to carry out a broad range of repairs in 1982, to satisfy the requirements of the Department of Health, the City of South Melbourne responded that the lease agreement specified that the Committee of Management was expressly responsible for repairs under the 1927 agreement (PROV).

The matter had come to a head at this point due to diminishing membership numbers, less than 25 men, and an attempt to raise money by hiring out the first-floor hall for St John Ambulance Brigade training sessions and a monthly Blue Light disco run by the Victorian Police. This, of course, meant that the hall had a public building function, despite its deregistration in 1955. It led to a scathing anonymous letter to the Health Commission of Victoria in 1981 decrying the 'unhealthy and unsafe

condition' of the hall and claiming that the 'R.S.L. committee is made up of incompetent drunks not capable of properly managing a hall which is public property' (PROV).

The seriousness of the situation became apparent once the Health Commission and City of South Melbourne Engineer became involved. The cost of maintenance and restoration works was estimated at \$42,000. In 1985 the South Melbourne RSL conceded that the Sub Branch might have to fold in a year or two due to declining member numbers. The RSL then entered into negotiations with the City of South Melbourne to 'transfer control of the premises to Council some time during 1986' (PROV). In June 1987 the Council signed a seven-year agreement with the RSL transferring control of the building to Council, with 'life-time occupancy rights being retained by the present RSL membership for most of the ground-floor section'. In return, Council would renovate the building (CoSM Property File).

In 1986-87, the City of South Melbourne prepared a series of measured drawings, documenting the current condition of the hall and indicating repairs needed for a total cost of some \$80,000. External works included: make good sills of most ground-floor windows; repair door joinery & fit new lock to front door; repair & make good cement render to front parapet and the band below the first-floor windows; replace the door to the northern egress stairs; and repair and make good timber window and door joinery. Internal works at ground floor level were: the refurbishment of the male and female toilets, restore the stair joinery and polish all timber. And at first floor level: replace the double doors from the supper room into the community hall 'to match existing', sand and polish the timber floor in the community hall, and refurbish the supper room kitchen with green benchtops and 'Euro Oak' laminate cabinetry (CoSM Property File).

These plans showed some existing trees to the north and south of the hall, and the continued presence of Ferrars Place to its rear.

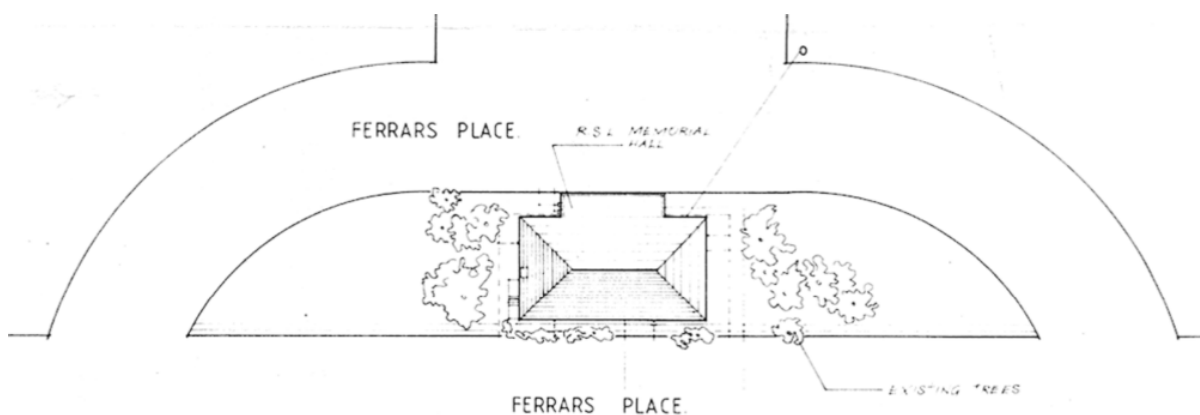


Figure 5. Detail of 'City of South Melbourne, R.S.L. Memorial Hall' Sheet 2 of 4, c1986, showing the extent of the site at this time and the presence of some existing trees. (City of Port Phillip Collection)

Apart from repairs to the Memorial Hall, after taking over management of the site, the City of South Melbourne created today's Anzac Gardens around it. There is no indication in the historical record that the reserve was called by this name before that time. In May 1987, Council's Technical Services Manager requested that the Ferrars Place road reserve between the hall and the railway line be closed, and the enlarged reserve landscaped (CoSM Property File). A new paths system was laid out, complete with reproduction Victorian cast-iron lamp standards (with manufacturer plates reading: *Anderson & Ritchie Fitzroy, 1987*). Specimen trees were planted, arranged symmetrically around the hall, including a pair of Italian pencil pines (*Cupressus sempervirens 'glauca'*) flanking the front entrance.

In November 1987, the City of South Melbourne called for expressions of interest from community groups/organisations who wished to use the first floor of the Memorial Hall from mid-1988, following completion of the renovations. The response from just five organisations was considered disappointingly small, and thought to be caused by the lack of accessibility for potential user groups

such as the elderly, small children and disabled people. The South-Port Community Health Service (SPCHS) was chosen to use the first floor, under licence, as they were the only one of the five which was 'locally based and specifically focused on servicing the local community'. SPCHS intended to use the first floor as office space, which required a change-of-use planning permit from the Ministry for Planning and the Environment. They moved in in September 1988 on the condition that public outreach would not take place at the Memorial Hall. They were followed as tenants of the first-floor offices by the Richmond Fellowship of Victoria, which occupied them from December 1992 until April 1996 (CoSM Property File).

In March 1988, solicitors for the Victorian Branch of the RSL informed the City of South Melbourne that they would like a new lease on (the ground floor) of the Memorial Hall so it could 'be occupied by the Greek Sub-branch'. This Sub Branch had been founded in the 1970s to promote the contribution of Hellenes to the Australian war effort in the twentieth century.

There is no further mention of their occupancy until 1996, when Bruce Ruxton, State President of the Victorian Branch of RSL requested that the entire building be returned to the RSL for use. In January, Ruxton noted that he was trying to amalgamate the Port Melbourne and South Melbourne Sub-branches, so they could share the entire building. This suggests that the Greek and the South Melbourne sub-branches were sharing use of the ground floor at this time. By April he expressed his agreement with the idea 'to install the Greek Sub-branch' in the first-floor area. To assuage any hesitancy Council might feel, Ruxton felt obliged to state: 'They are a very good group of people and, in fact, they are all good Australians and the premises will not be used for anything untoward.'

The City of South Melbourne issued a change-of-use planning permit in May 1997, allowing use of the first floor for administrative purposes and normal business by the Greek RSL during business hours, regular daytime meetings and functions on Thursdays, Saturdays and Sundays (maximum 50 people) and for three holidays (25 March, 25 April and 28 October, for 150 people). Council acknowledged that 'the building that exists on the reserved land was built to be used for a purpose similar to that which is before Council, and the proposal is therefore appropriate' (CoPP Property File). At this point the entire building returned to use for an RSL sub-branch, after ten years of mixed tenancies.

Around 2002, the Greek Sub-branch changed its name to the Hellenic RSL Sub Branch, to reflect its Hellenic and ancient origins. They remain the tenant of the entire Memorial Hall in 2021.

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4.0 ASSESSMENT OF SIGNIFICANCE

4.1 Comparative Analysis

Memorial Halls

As noted in the history there were some 334 community memorial halls and 314 RSL halls built in Victoria to commemorate the world wars, about two-thirds of them in the interwar period. The South Melbourne Memorial Hall falls into the category of RSL hall, as it was intended for the primary use of former soldiers, and was managed by the local sub-branch until the 1980s. Interwar RSL halls range from monumental buildings, like the domed Soldiers' Memorial Institute in Bendigo, through more modest but classicising building like the South Melbourne Memorial Hall, to modest, domestic-looking ones as in Colac and Castlemaine.

The Victorian War Heritage Inventory records only one other purpose-built interwar-era memorial or RSL hall in the City of Port Phillip. This second example is the St Kilda Memorial Hall, also known as the St Kilda Army & Navy Club. It is located at 88-90A Acland Street, St Kilda, and is an Individually Significant place in the HO5 precinct. There were others located in pre-existing buildings, such as houses and halls. Only Tobruk House at 44 Victoria Avenue, Albert Park, is still active. The Rats of Tobruk Association have used this interwar-era hall since 1956. The West St Kilda RSL Sub-branch occupied a grand Victorian residence at 23 Loch Street until about 2010. The Port Melbourne RSL Club used the large corrugated-iron clad Excelsior Club Hall, of 1886, at 301 Princes Street, which was converted to social housing in 2004.



Figure 19. St Kilda Memorial Hall, 1923-24. (City of Port Phillip, 2017)

The St Kilda Memorial Hall is a four-storey building constructed to house RSL facilities as well as shops and flats to let, providing an on-going income stream. The stripped classical, rendered building was designed by architectural practice Hudson & Wardrop, who also designed Melbourne's Shrine of Remembrance. It was constructed in 1923-24, and remains highly intact externally.

There are memorial halls in Melbourne's other suburbs that are more closely comparable to South Melbourne Memorial Hall in their more modest scale and freer use of classical motifs.

The earliest examples were begun in 1920, including the Hawthorn RSL, 605-609 Glenferrie Road, Hawthorn (Boroondara HO542), of 1920-21. Designed by architects Richardson & Woods, it is very much of the Edwardian Baroque tradition, with rusticated render, ox-bow parapets, tapered pylons and iris-shaped glazing to the front doors. While small in size it is noted for its vigorous and powerful architectural expression. A shop to let was integrated into the original design, to provide ongoing income.



Figure 20. Hawthorn RSL Hall. (City of Boroondara, 2011)

Another example built at the same time and in the same spirit is the RSL Memorial Hall at 301 High Street, Prahran (Stonnington HO417), designed by architectural practice Haddon & Henderson and erected 1920-21. It is a two-storey building with a rendered façade and a free use of classical details such as rustication, a heavy cornice below the parapet and bas-relief wreaths, linking it to the Edwardian Baroque.



Figure 21. Prahran RSL Memorial Hall. (City of Stonnington, 2010)

Another early example, of 1920-21, is the former RSSILA Hall, 30 Holmes Road, Moonee Ponds (Moonee Valley HO233). A two-storey red-brick building, it adopts a classical arcade to the ground floor, with Arts & Crafts inspired detail to the first floor. Large shop additions have been made to its front façade.



Figure 22. Former RSSILA Hall, Moonee Ponds. (Victorian War Heritage Inventory, n.d.)

Like the St Kilda RSL Hall, the Richmond RSL Hall, at 399-401 Church Street, Richmond (Yarra HO315), incorporates lettable property in what is more a commercial than monumental package. Completed in 1922, it is constructed of face brick (overpainted) with render to the parapets and piers dividing shop bays. The central bay contains a formal entrance below a balconette and parapet displaying the year of construction within a wreath. Architecturally, the building bears a strong resemblance to Arts & Crafts influenced rows of shops.



Figure 23. Richmond RSL Hall. (City of Yarra, 2009)

The Collingwood RSL Hall, or Sailors' and Soldiers' Memorial Hall, at 152A Hoddle Street, Abbotsford (Yarra, Significant in HO313) is single-fronted brick building whose monumentality belies its modest size. Designed by architect BW Tapner (a Collingwood City councillor), and built in 1923-24, it features a central parapeted dome flanked by gabled pavilions with closed pediments. Further classical detail is seen at the front entrance: an arched doorway within an aedicule with a small closed pediment.



Figure 24. Collingwood RSL Hall. (Herald Sun, 2018)

Further afield is another hall inspired by Georgian architecture: the Soldiers Memorial Hall, 13 Austin Street, Hopetoun (Yarriambiack HO12). Designed by local architect James Irwin, and built 1923-24, it combines red face brick with areas of smooth render, particularly to the upper floor. Openings are trabeated and most windows are six-over-one double-hung sashes. Key accents are brick quoining to the building corners and around the front door, and tall expressed pavilions flanking the centre and extending above the parapet.



Figure 25. Hopetoun Soldiers Memorial Hall. (Yarriambiack, 2011)

In comparison with these other, medium-sized interwar memorial halls, the South Melbourne Memorial Hall is simple and stripped back with a minimal amount of external applied decoration. Its austerity is most similar to the Moonee Ponds and Richmond halls, while its rectilinear Georgian influence is echoed by the more highly detailed example in Hopetoun. While clearly part of the tradition of classical inspiration used in a range of ways for early interwar memorial halls, the South Melbourne example is a restrained and modest example of the type.

Georgian Revival

In the early twentieth century, Australian architecture was influenced by the Georgian Revival movements in both England and America, and its own legacy of Georgian tradition (Cuffley 1990:75). William Hardy Wilson, and his book of drawings titled *Old Colonial Architecture in New South Wales and Tasmania* published in 1924 were considered to be amongst the greatest inspirers of this style (Cuffley 1990:85). In addition to Hardy Wilson, Professor Leslie Wilkinson was a key influencer of the style as a lecturer on English and Mediterranean architectural traditions who had arrived in Australia in 1918. Writing extensively on the Georgian Revival, Wilkinson became highly

sought after as a designer of private houses amongst a select clientele in the late 1920s (Cuffley 1990:75).

While the first examples of the style appeared in Melbourne around the end of the First World War, it increased in popularity throughout the 1920s and 30s, and became synonymous with the upper-middle-class concepts of 'good taste' (Apperly, Irving & Reynolds: 1989:150) and architects throughout Australia began to apply the principles espoused by Professor Leslie Wilkinson (Cuffley 1990:77). Georgian Revival architecture was noted for its clarity, simplicity, reasonable proportions and restrained, simplified classicism. Its typical features include a box-like form often broken up with symmetrical breakfronts or wings, face brick or rendered walls with quoins to corners, a simple hipped or transverse gabled roof, symmetrically arranged doors and windows (usually multipane sashes), and the use of Classical detail and Orders as well as delicate Adamesque decoration.

The style was also used for institutional buildings, particularly schools and commonwealth buildings such as post offices. The 1923 Post Office at 92-96 Arthur Street, Fairfield (Darebin HO112), is a relatively early example of this type, designed by Commonwealth Architect H Mackennal. It is red brick buildings with rustication used around trabeated openings, and four-over-one sash windows. Like the South Melbourne Memorial Hall, it integrates a traditional tiled hipped roof with a central parapeted bay flanked by flat-roofed porches, giving it a modern massing. This became the basis for a standard design which was used that same year for new post offices in Oakleigh, Glen Iris and Boort. There is a small example of this type in the City of Port Phillip: the former Balaclava Post Office at 114A Westbury Street of c1924 is a small version, with only one corner porch (Individually Significant, in precinct HO7, citation 2277). It has been converted to a café, with elongation of window openings and other alterations.



Figure 26. Fairfield Post Office. (City of Darebin, 2001)

Mackennal designed in a range of styles including the Beaux Arts style. Like Georgian Revival, Beaux Arts employs classical elements but in a more formal and academic manner. A fine example of his work in this style is the former South Melbourne Post Office at 195-207 Bank Street (HO27, VHR H1771). Built in 1912, it is a diminutive red brick building paired with a grand entrance portico featuring rustication, Ionic columns and pilasters, and an arched broken pediment set against a

balustraded parapet. A domed fleche on the roof ridge is a feature also seen on many Georgian style building. The deep profiles and sculptural modelling of this building indicate its pre-1920s origins.



Figure 6. Former South Melbourne Post Office. (Heritage Victoria, 2008)

The next Commonwealth Architect, JS Murdoch created a style which he called 'Modern Renaissance', but it had much in common with the Georgian Revival, including the use of red face brick and render for smaller buildings and stripped classical details. A fine example is the 1924-25 St Arnaud Post Office, 42 Napier Street. It has a dominant hipped roof form, contrasting with diagonal porches with stepped parapets and classical pillars and columns. Windows are six-over-one sashes.



Figure 27. St Arnaud Post Office. (Northern Grampians Shire, 1999)

A large number of state secondary schools were established in Victoria in the 1920s and early 1930s, and Georgian Revival was a favoured style. Examples include the assembly hall at Essendon High School (VHR H1294) of 1926; Preston Girls' High School (Darebin HO24) of 1927-28; and University High School (VHR H2183) and Box Hill High School (Whitehorse HO219), both of 1929-30. The Essendon hall and Box Hill High School are very formal and Neoclassical, while the Preston and University High buildings are more stripped back.



Figure 28. Preston Girls' High School. (City of Darebin, 2001)

Gawler & Drummond designs

The practice of Gawler & Drummond is best known for Arts & Craft bungalows and Arts & Crafts Gothic churches of the interwar period, which are quite different in form, detail and function to the South Melbourne Memorial Hall. There are, however, some known examples of their oeuvre that have aspects in common with the Hall.

The practice designed a substantial house at 158 Mont Albert Road, Canterbury (Boroondara HO397), of 1919-20. It is two-storey, with smooth and textured rendered brick walls and a cuboid form. The façade is broken into uneven bays by shallow pilasters with abstracted capitals. The hipped roof has broad flat eaves supported on scrolled modillions. Windows are double-hung sashes with multi-pane uppers. Unusually, the house has suspended awnings more frequently seen on interwar commercial buildings.



Figure 29. 158 Mont Albert Road, Canterbury. (City of Boroondara, 2005)

Another Gawler & Drummond design that adopts Colonial Georgian inspiration is a large house at 21 Lucknow Street, Travancore (Moonee Valley HO134). Completed by 1925, it has a long gabled hipped roof, a recessed front porch supported on slender paired columns. Its elegant lines resemble the work of NSW architect Hardy Wilson and the contemporary Georgian Revival seen in American domestic architecture.



Figure 30. 21 Lucknow Street, Travancore. (City of Moonee Valley, 2011)

The only non-sacral public buildings by the practice known from the interwar period are from the 1930s, after Drummond's death.

The first is the Box Hill Town Hall, 1022 Whitehorse Road (Whitehorse, HO94), built in 1934-35 to a design by JS Gawler and JCA Isbett. A two-storey building of monumental scale, it has smoother rendered walls and a parapeted roof. It is stripped classical in style with Grecian forms to the giant entrance portico.



Figure 31. Box Hill Town Hall. (www.boxhilltownhall.com.au, n.d.)

Another is the Grainger Museum, at the University of Melbourne, built in 1935-36 and extended in 1938 (VHR H875). An idiosyncratic, radial planned building, it was constructed of special textured bricks in a variety of patterns. While some detailing is related to the Moderne style, the central pavilion with two subservient windows, and the used of an arched door aedicule resting on curved brackets suggests a Georgian influence.



Figure 32. Percy Grainger Museum. (www.visitvictoria.com, n.d.)

Along with these other buildings by practice Gawler & Drummond, the South Melbourne Memorial Hall exhibits an ongoing interest in classical forms, particularly Georgian houses. The Box Hill Town Hall is another example of their work that employs restrained classical details for a contemporary public building. Again, the South Melbourne Memorial Hall is one of the most simple in detailing, comparing most closely to the Travancore house.

Anzac Gardens

As set out in the place history, the South Melbourne Memorial Hall was constructed on a site that once formed the east end of the public open space within St Vincent's Place. Severed from the remaining parkland by the railway line, reduced in size and changed in shape from an oval to a narrow segmental strip with roadways on both sides, this narrow strip of land remained empty until the Memorial Hall was erected, and a line of trees was planted behind it shortly thereafter.

The South Melbourne City Council took over management of the site in the late 1980s, at which time the trees were gone and there were no garden beds or paths on the site. As part of revitalisation of the place, the Council created the current Anzac Gardens on the original site enlarged by the roadbed to the rear.

For this reason, while Anzac Gardens is sympathetic to the memorial purpose of the Hall, and adds amenity to its site, it is not of heritage significance in relation to the Hall. As set out in the City of Port Phillip Citation No. 2236 for Anzac Gardens (formerly St Vincent Place), this land has a separate significance related to its earlier origins:

They are historically significant (Criterion A) as a part of the vision for the St. Vincent Gardens of which the Victorian Heritage Register states: "The St. Vincent Place Precinct is historically important as the premier 'square' development in Victoria based on similar models in London. It is significant as the largest development of its type in Victoria and for its unusual development as gardens rather than the more usual small park as at, for example Macarthur, Murchison, Lincoln and Argyle Squares in Carlton. The precinct is also historically significant for its associations with Surveyor-General Andrew Clarke, and more particularly with Clement Hodgkinson, a prolific and influential surveyor/engineer in early Melbourne". ...

The gardens are aesthetically significant (Criterion E) for their relationship with the St. Vincent Gardens, the Anzac Gardens forming the eastern end of these gardens and in this respect forming an inseparable part of them. Their aesthetic values are reinforced by the position of the memorial hall on the axis of James Service Place which is reflected also in the position of the tower to the former St. Vincents Boys' Orphanage. The Victorian Heritage Register for the St. Vincent Gardens states that the place is "aesthetically important for the outstanding quality of its urban landscape. The major elements that reflect this importance are the gardens with their gardenesque style layout and fine collections of mature specimen trees, and the harmonious relationship of the gardens with the residential buildings facing them around St. Vincent Place". The latter attribute also applies to the Anzac Gardens.

For this reason, Anzac Gardens have not been subject to comparative analysis or assessment against criteria as part of this conservation management plan.

4.2 Assessment Against Criteria

As seen in the sections of the Anzac Gardens statement of significance quoted above, it has become common heritage practice to link each reason for a place's significance to one or more standard heritage criteria.

The first set of heritage criteria in common use were the longstanding Australian Heritage Commission criteria for the Register of the National Estate. They were superseded by the streamlined Heritage Council Criteria for the Assessment of Cultural Heritage Significance (HERCON) which were put forward at the 1998 Conference on Heritage and adopted for use by the Heritage Council of Victoria in 2008. These same eight criteria, referred to as "model criteria" are also recommended for use by the Victorian Planning Provisions Practice Note 1, 'Applying the Heritage Overlay' (2018).

Each criterion is set out below, with a discussion of how the South Melbourne Memorial Hall meets a given criterion at the local level (or does not).

Criterion A: Importance to the course or pattern of our cultural or natural history (historical significance).

The South Melbourne Memorial Hall is of historical significance as an illustration of the strong desire to commemorate the sacrifices of the Great War and provide social support for returned servicemen. It demonstrates the gradual shift after this war from purely monumental commemoration of the fallen, such as the many obelisks erected after the Boer War, to a more "modern" desire to both honour all those who served and provide facilities for those who returned.

The St Kilda Memorial Hall is another local example of this approach, constructed a year before. This shift to larger and more expensive memorials was assisted by the Municipalities Celebrations and War Memorials Act of 1920, which allowed the City of South Melbourne to provide substantial financial and logistical support to the community's efforts over six years to create a memorial hall. The two honour boards hung in the entrance corridor, honouring the service of local residents in the two world wars, contribute to this historical significance.

Criterion B: Possession of uncommon, rare or endangered aspects of our cultural or natural history (rarity).

There are still a large number of surviving purpose-built memorial halls and RSL halls in Victoria, including two in the City of Port Phillip, and the earliest examples in the metropolitan area were commenced several years earlier, so there is nothing to suggest that the South Melbourne Memorial Hall is of rarity value at a local or higher level.

Criterion C: Potential to yield information that will contribute to understanding our cultural or natural history (research potential).

There is nothing to indicate that there is valuable information hidden behind the walls or below ground at the Memorial Hall.

Criterion D: Importance in demonstrating the principal characteristics of a class of cultural or natural places or environments (representativeness).

In the City of Port Phillip, the most architecturally imposing RSL hall is the St Kilda Memorial Hall, designed by Hudson and Wardrop. In comparison, the South Melbourne example is more modest in scale and level of detail.

South Melbourne Memorial Hall is one of a group of relatively early Georgian Revival community-use buildings in Victoria, such as posts offices and schools. The earliest examples identified are commonwealth-designed posts offices constructed from 1923, followed by state schools in the second half of the 1920s. The Memorial Hall displays characteristics of the interwar Georgian Revival style, including its boxy, symmetrical form, hipped roof, use of red face brick with render dressings, nine-over-one sash windows, elongated eaves modillions, and segmental broken-bed pediment above the entrance. Like other examples of this type, it combines traditional detailing with stripped classical elements, such as the parapeted and stepped central breakfront, giving it a contemporary feel. It is highly intact externally, and retains its key internal spaces as well. Its modest details and simplification from the architects' original plans to its execution is indicative of the tight budget available for its construction.

Criterion E: Importance in exhibiting particular aesthetic characteristics (aesthetic significance).

While a simple building, with only a few decorative flourishes such as the eaves modillions and the scroll detail to the external chimney breast, the South Melbourne Memorial Hall is distinguished by its axial relationship with the tower of the former St Vincent's Boys' Orphanage viewed at the east end of James Service Place. This pair of buildings at either end of a wide street lends a monumentality to the composition.

Criterion F: Importance in demonstrating a high degree of creative or technical achievement at a particular period (technical significance).

As discussed in the comparative analysis, the Memorial Hall is one of the simpler examples of its type in Victoria, and the more modest of the two in the City of Port Phillip. While it is a relatively early example of the Georgian Revival there is no indication that it was a ground-breaking design at the time.

Criterion G: Strong or special association with a particular community or cultural group for social, cultural or spiritual reasons. This includes the significance of a place to Indigenous peoples as part of their continuing and developing cultural traditions (social significance).

The South Melbourne Memorial Hall was long associated with the local community and particularly members of the local RSL sub-branch. This direct local connection was lost after the late 1980s, when the shrinking South Melbourne Sub-branch gave way to the Greek Sub-branch as occupant, and the first-floor community hall was leased as private offices from 1988 to 1996. In 1997, the entire Memorial Hall was returned to use by the Greek (now Hellenic) RSL Sub-branch, allowing community celebration of key dates in the first-floor hall as originally intended. While the Hellenic RSL draws its members from across the metropolitan area, it is also related to the legacy of a strong Greek community in the area, which was formed by post-war immigrants arriving at Station Pier, many of whom settled in Port Melbourne and South Melbourne. By the 1950s, Greek migrants dominated among the foreign-born in these suburbs.* Once established, they marked their presence by the establishment of a Greek Orthodox church in the 1960s (St Eustathios', South Melbourne), and the Lemnian Brotherhood in Middle Park. In addition, while it has not been specifically assessed, it is likely that the wider Port Phillip community value this building as one of a number of war memorials in the municipality.

* Port Phillip Heritage Review, Vol. 1, page 14 (v.35, March 2021).

Criterion H: Special association with the life or works of a person, or group of persons, of importance in our history (associative significance).

This is the only documented memorial hall by the prolific interwar architectural practice Gawler & Drummond, and the only identified work by the practice in the City of Port Phillip. While best known for their bungalows and churches, the South Melbourne Memorial Hall illustrates their interest in the Georgian Revival in the early interwar period, also seen in several of their dwellings.

4.3 Statement of Significance

The following statement of significance has been formulated to encapsulate the most important aspects of the Memorial Hall's heritage significance, i.e. those that reach the threshold of local significance. It has been set out in the standard 'What, How, Why' format developed by the *Burra Charter* and recommended by the VPP Practice Note 'Applying the Heritage Overlay' (2018).

What is significant?

The South Melbourne Memorial Hall at 14A Ferrars Place, South Melbourne, is significant. It was designed by architectural practice Gawler & Drummond in 1923 and officially opened on Anzac Day in 1925. The World War I and World War II timber honour roll boards, hung in the entrance hallway, are part of the place's significance.

The metal escape stairs on the north side of the building and the landscaping of the surrounding Anzac Gardens are not significant.

How is it significant?

The South Melbourne Memorial Hall is of local historical, architectural, aesthetic, social and associative significance to the City of Port Phillip.

Why is it significant?

The South Melbourne Memorial Hall is of historical significance as an illustration of the strong desire to commemorate the sacrifices of the Great War and provide social support for returned servicemen. It demonstrates the shift after this war from purely monumental commemoration of the fallen, such as the many obelisks erected after the Boer War, to a more "modern" desire to honour all those who served and provide facilities for those who returned. This shift to larger and more expensive memorials was assisted by the Municipalities Celebrations and War Memorials Act of 1920, which allowed the City of South Melbourne to provide substantial financial and logistical support to the community's efforts over six years to create a memorial hall. Its modest details and simplification from the architects' original plans to its execution is indicative of the tight budget available for its construction. The two honour boards hung in the entrance corridor, honouring the service of local residents in the two world wars, contribute to this historical significance. (Criterion A)

South Melbourne Memorial Hall is one of a group of relatively early Georgian Revival community-use buildings in Victoria, such as posts offices and schools. The Memorial Hall displays characteristics of the interwar Georgian Revival style, including its boxy, symmetrical form, hipped roof, use of red face brick with render dressings, nine-over-one sash windows, elongated eaves modillions, and segmental broken-bed pediment above the entrance. Like other examples of this type, it combines traditional detailing with stripped classical elements, such as the parapeted and stepped central breakfront, giving it a contemporary feel. It is highly intact externally, and retains its key internal spaces as well. It is the only known memorial hall designed by prolific interwar architectural practice Gawler & Drummond, and illustrates their interest in this style (Criteria D & H)

South Melbourne Memorial Hall is aesthetically significant as part of the axial relationship with the tower of the former St Vincent's Boys' Orphanage viewed at the east end of James Service Place. This pair of buildings at either end of a wide street lends a monumentality to the composition. (Criterion E)

South Melbourne Memorial Hall has, for nearly 100 years provided a venue to commemorate armed conflicts and a place to socialise for those who served in them. Its use as the home of the Greek (now Hellenic) RSL reflects the legacy of a strong Greek community in Port Phillip, established by immigration after World War II. While it has not been specifically assessed, it is likely that the wider Port Phillip community value this building as one of a number of war memorials in the municipality. (Criterion G)

4.4 Levels of Significance

To assist in the development of conservation policies and the future management of the South Melbourne Memorial Hall, the relative levels of significance of certain built elements and spaces have been defined.

These levels range from Primary Significance, through to Secondary, Low or No Significance. They are generally defined as follows:

- Primary – those aspects that make this place one of local significance to Port Phillip;
- Secondary – other aspects of the place that contribute to an understanding of its original form and use;
- Low or No Significance – recent alterations, altered or otherwise utilitarian spaces that are not key to the significance of the place.

These levels of significance have been mapped on the floor plans, below.

The entire external envelope (walls and roof) is considered to be of Primary Significance, as the building was originally situated between two roadways and designed to be seen in the round, though the front elevation is the most representative.

Largely intact internal representative spaces are also of Primary Significance, including the T-shaped front part of the ground-floor entrance hall, the Secretary's Office, the Billiard Room (meeting room), the internal staircase, and the entrance lobby and hall at the first floor. Original decorative features, such as the fireplace and ceiling beams in the Billiard Room, wall tiles in the entrance hall, internal staircase newel posts and balustrades, and decorative fibrous plaster ceilings, are also of Primary Significance.

Largely intact secondary spaces and highly intact utilitarian spaces are considered to be of Secondary Significance. These include the female toilets, male toilets, storerooms and corridors on the ground floor. Original utilitarian elements, such as Bakelite light switches, are also of Secondary Significance.

The current kitchen has been formed from a much smaller original kitchen, buffet area and card room. As this area is heavily altered and its 1925 layout and character are no longer legible, it has Low significance.

Modern accretions to the exterior, entrance ramps, the metal escape stairs, and heat pumps and kitchen vents on the rear wall, are of No significance. Inside, all modern fitout to the downstairs kitchen, first-floor kitchenette, and the men's and women's toilets is of No Significance.

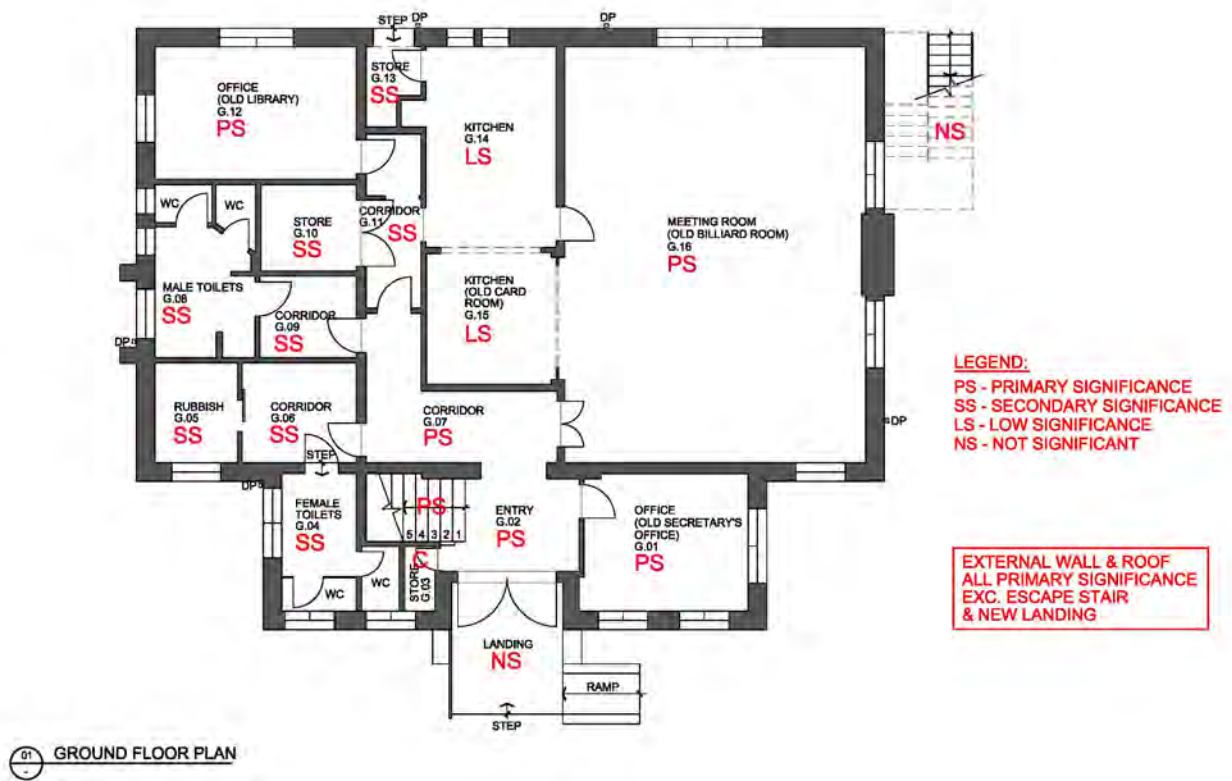


Figure 33 - Ground Floor Plan, Areas of significance

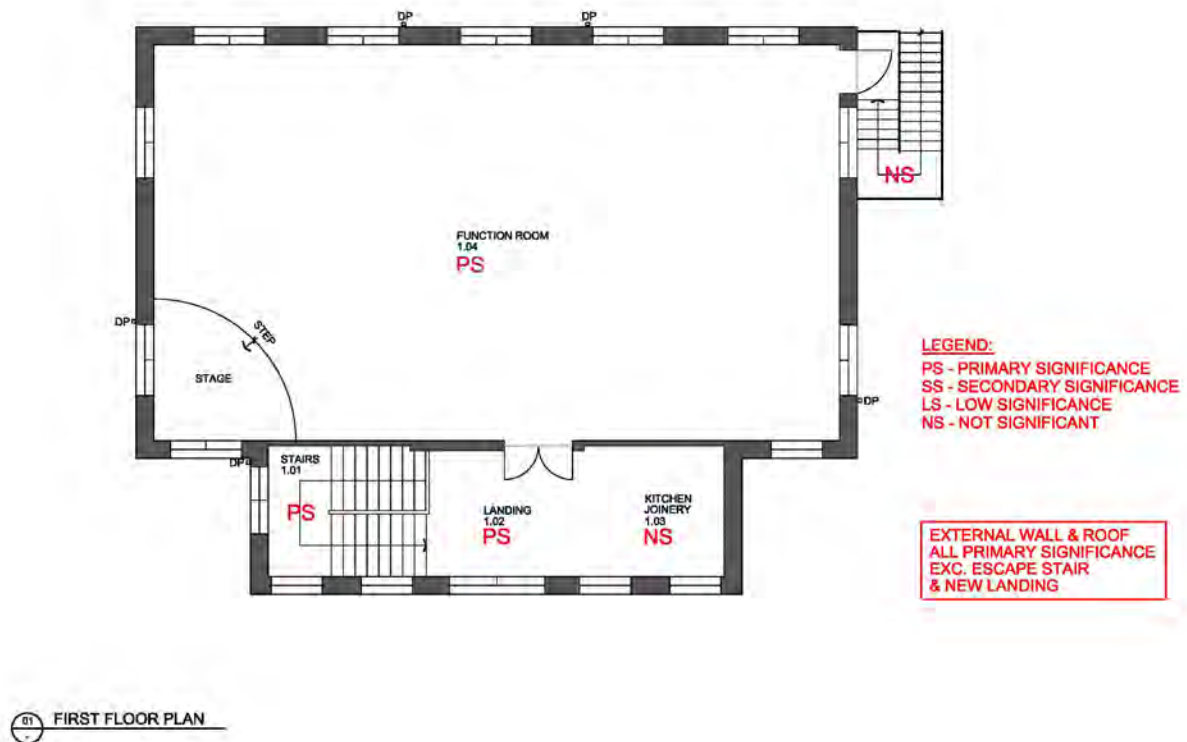


Figure 34 - First Floor Plan, Areas of significance

5.0 CONSTRAINTS AND OPPORTUNITIES

5.1 Introduction

This section sets out the factors that should be taken into account in the development of conservation policy for the South Melbourne Memorial Hall and its site. It includes issues for the place that arise from its significance, ownership and management, past and present uses, and the aspirations of key stakeholders the Hellenic RSL Branch and Port Phillip Council. It seeks both to identify both constraints on this place, physical and otherwise, as well as inherent opportunities.

This approach is in keeping with guidance from the *Burra Charter* (rev. 2013), which states:

Policy for managing a place must be based on an understanding of its cultural significance. (Art. 6.2)

Policy development should also include consideration of other factors affecting the future of a place such as the owner's needs, resources, external constraints and its physical condition. (Art. 6.3)

5.2 Statutory controls

The discussion in this section covers both statutory planning controls related to heritage significance, as well as other requirements under state and federal regulations that currently apply to the Memorial Hall or could be triggered by changes to the building and/or its use. Much of the information for this second part has been drawn from the 'Feasibility Study and Concept Design' prepared by Paul Morgan Architects in 2015.

5.2.1 Planning scheme and heritage listings

Zoning

The South Melbourne Memorial Hall is located a Public Park and Recreation Zone, as is Anzac Gardens that surrounds it. Clause 36.02 Public Park and Recreation Zone in the planning scheme specifies that apart from 'public recreation and open space', the zoning allows for commercial uses 'where appropriate'. These commercial uses, such as offices, retail premises or a store, require a permit and 'must be associated with the public land use'. There are no specific policies contained in the Port Phillip Schedule of Clause 36.02 for the Memorial Hall.

Heritage Overlay

The South Melbourne Memorial Hall is included in the Port Phillip Heritage Overlay as part of HO441 St Vincent Place East. There are External Paint Controls triggered for this precinct, but no Internal Alteration controls.

This means that there are no statutory controls on changes to the interior of the Memorial Hall, be it minor changes to painted finishes, fixtures and fitting, or major changes to wall and ceiling linings or floorplan. Even so, as a building with a public function, there is a community expectation that its care as a heritage building will be exemplary.

The presence of External Paint Controls suggests that investigation of and a return to the original external render and joinery colours is encouraged.

The Memorial Hall is recognised as an individually significant place within this precinct, along with Anzac Gardens, as set out in Citation No. 2236 of the City of Port Phillip Heritage Review.

No other planning overlays apply to this site or Anzac Gardens.

Victorian Heritage Register

The South Melbourne Memorial Hall is not listed on the Victorian Heritage Register.

5.2.2 Building controls

Access and egress requirements

As the *Disability Discrimination Act 1992* (DDA) is federal legislation, it overrides state-based legislation, such as Victoria's *Planning and Environment Act 1987* which underpins the Heritage Overlay. Beyond the legal requirements, the use of the Memorial Hall by many elderly and mobility-impaired Hellenic RSL Branch members and their families already makes this a key consideration.

While a concrete ramp was added to the front door within the past five years, it is not DDA compliant. Even more crucially, there is only stairs access to the first floor community hall, which is the most heavily used space in the building.

In addition, there are potential egress issues for public use of the Memorial Hall. As noted, the first floor community hall is used by the largest groups, and it currently has two staircases (one internal access stairs, the other the external escape stairs on the north side). The second space where large numbers meet is the ground floor meeting room (former billiards room). It currently has only one main point of egress: the door to the entrance hall. When constructed, this room had a rear door leading directly outside, but this has been bricked up. As technically both the community hall and the meeting room should have three points of emergency egress each, advice from a Building Surveyor is required to determine if egress is sufficient both for the current intensity of use and for any future increase.

Health and safety requirements

As is common for 100-year-old buildings, there are a number of elements of the Memorial Hall that do not meet current Occupational Health and Safety requirements, as regulated by the Victorian *Occupational Health and Safety Act 2004*. The most pressing of these are the female toilets with a step down at the entrance. In addition, the internal stairs are not compliant, nor is the floor-level window at the stair landing. Finally, the current downstairs kitchen is not compliant. If it should be upgraded to serve a new use, or if Council's Environmental Health Officer deems that it is 'commercial' rather than 'domestic' under its current use pattern, it will require extensive works (fire retardant walls, impervious floor and wall surfaces, stainless steel benching, larger exhaust, grease trap, etc.).

The electrical installation was not inspected as part of this conservation management plan, but it has not been upgraded recently, judging from the presence of asbestos in the switchboard. If a lift is installed in the building, it may require an increased electricity supply and new switchboard.

A hazardous materials audit was carried out by in 2015 by EnviroProtect Pty Ltd. This did not turn up any urgent issues. Asbestos-bearing materials are present in the switchboard and the kitchen tiles, and possibly the water heater insulation. None of these were thought to pose an immediate danger, but the issue must be taken into account if and when the electrical supply and kitchen are upgraded.

5.3 Heritage Significance

5.3.1 Setting

As set out in the assessment of significance, the semi-circular plan of Anzac Gardens is significant as part of the larger layout of St Vincent's Gardens, as surveyed in 1854. Its current size, incorporating the Ferrars Street roadbed to the west, and its hard and soft landscaping, all date to the 1980s so are not of local heritage significance. For example, the Pencil Pines flanking the front façade of the Memorial Hall are appropriate to its memorial function, but they are not an early feature of this site. The only early plantings were the north-south line of deciduous trees behind the

hall. Nor is there any evidence of early planting beds on the north, south and west sides of the Memorial Hall.

For this reason, the condition, use and appearance of the Memorial Hall should take precedence over the plantings and layout of Anzac Gardens. The only exception, of course, is the retention of the semi-circular garden plan.

Another aspect of the Memorial Hall's setting that is of heritage significance is its axial relationship with former St Vincent's Boys' Orphanage which faces it along St James Service Place. New landscaping or built form between these two buildings could disrupt this important relationship.

5.3.2 Memorial Hall use

A large part of the Memorial Hall's significance is embedded in its status as a "useful" memorial that was intended both to recognise service but also to service the social needs of returned servicemen.

While it is important to preserve the physical form and fabric of the Memorial Hall, due to its architectural significance, it is perhaps a higher obligation to ensure that the building is hospitable to its key users: the veterans. If aging veterans cannot access the building without great effort, is it still fulfilling its purpose?

5.3.3 Memorial Hall exterior

Apart from its historical and social significance, the Memorial Hall is of architectural significance as an early example of a Georgian Revival public building. Its cladding materials, roof form, proportions, and detailing such as nine-over-one sash windows, eaves modillions and cement-render detailing are all characteristic of this style, and all contribute to its significance.

The high level of intactness, particularly of the front and side elevations, limits the amount of intervention that can be carried out to them without negatively impacting architectural significance.

In contrast, the rear elevation has undergone a greater degree of change, with the closing up of original openings and particularly with the installation of building plant (condensers, extractor fans, etc.). There is both a greater opportunity to make considered changes to this elevation, and also to improve it aesthetically by rationalising its mechanical systems.

As noted, the metal escape stairs on the north side of the Memorial Hall are a modern replacement of no heritage significance. They replaced the original timber stairs supported by brick piers, which were also present on the south side of the building when first constructed. This presents the opportunity to remove and replace the escape stairs. The original design employed symmetry typical of the Georgian Revival style, with stairs to the north and south sides. This symmetry could be reinstated if a third point of egress from the community hall is required.

5.3.4 Memorial Hall interior

While not expressly protected by the Heritage Overlay, the interior of the Memorial Hall's representative spaces – entrance hall, internal staircase, meeting/billiard room, and upstairs community hall – have high intactness. They retain both their plan form and finishes such as the marble and tile dado in the entrance hall, WWI and WWII honour boards, geometric fibrous plaster ceilings, ceiling beams, a brick fireplace, and staircase newels and balustrade, as well as original doors and architraves, Bakelite light switches, etc.

This high level of intactness is obscured, to some extent, by the overpainting of decorative elements, such as the fireplace, staircase and ceiling beams in the billiard room, which adds to the current "tired" appearance of the interior. The inappropriate colour scheme contributes to this as well.

The opportunity in this instance is how straightforward it would be to reinstate the original finishes and original (or more sympathetic) colours to create an impressive improvement in the buildings' appearance.

A limitation of the interior, in its current form, is the degree to which it is solely inward looking. This is mainly due to the use of frosted glass in the windows, both at ground floor and first floor levels. While there are several patterns of textured glass installed, indicating some replacement over time, use of obscure glass appears to be an original feature of the design to allow for private use of the Memorial Hall and in response to its exposed site in the middle of the two Ferrars Place roadways. The sense of enclosure is increased by the walling in of a back door from the downstairs meeting/billiard room.

5.3.5 Significant objects

There are two honour boards displayed in the entrance corridor of the Memorial Hall that are connected with the original users of the building: the South Melbourne and Albert Park RSL Branch. The honour boards list the names of the South Melbourne residents who served in WWI and WWII. They are both constructed of high-quality hardwood timber with lettering applied in gold paint (or possibly gold leaf) by a skilled signwriter.

As set out in the assessment of significance, these honour boards contribute to the historical significance of the place, and their care and continued display should be considered in any future planning for the Memorial Hall.

5.4 Conservation requirements

5.4.1 Maintenance and repair

As noted in the conditions survey, there are a range of dilapidations to the Memorial Hall. This includes subsidence of timber floor stumps and potential damage to floor boards, movement and spreading of the roof structure, and cracking to walls due to differential movement.

These major issues will have to be addressed in the short to medium term to ensure the Memorial Hall continues to be usable and to prevent further loss of building fabric should its condition be allowed to deteriorate further. The works to remedy these issues will cost in the hundreds of thousands (e.g. just the restumping and floor replacement was costed at \$92,000 in 2015), forming a major constraint on future-planning for this place. It is also important to ensure that works are carried out with an appropriate degree of care as befits a building of heritage significance, in some cases by specialist heritage tradespeople. This will ensure that the minimum original significant fabric is lost and that the new work will both be visually and physically compatible with the original. The use of specialists will, of course, add to the overall cost of the works.

5.4.2 Restoration and reconstruction

While potential restoration and reconstruction works will also require the services of specialist traditional tradespeople, these works represent a great opportunity for the Memorial Hall.

Restoration of altered elements represents relatively small works that will create a major improvement in the internal appearance and desirability of the Memorial Hall to users. This includes the removal of overpainting from the staircase (and any other joinery that originally had a clear finish) and from the fireplace, removal of the heater insert from the fireplace, and reinstatement of the missing leadlights from above the entrance doors. Part of this work could also be the investigation and reinstatement of all original finishes (painted or clear) to the joinery, walls and ceilings of the interior, and the exterior joinery and render. This would reinstate the architect's intentions, and improve the appearance of the building.

The possibility of reconstructing the two escape stairs, potentially in their original form (brick piers with timber steps and fretwork), is also an opportunity. If required, the emergency egress from the upstairs community hall can be doubled while retaining the symmetry and detail of the original design.

5.5 Other physical threats

Physical threats to the Memorial Hall include the rapid and dramatic – such as fire, storm, or vandalism – as well as the slow and insidious – such as plantings around the building.

A number of fire extinguishers were sighted in the building, but not a hose reel or nearby hydrant. Fires could be started in the kitchen (grease fire), by smokers, or by an outside arsonist. The appropriateness of this setup for the current and any future uses should be reviewed by a building surveyor.

The roof timbers have sagged over time, allowing gaps to open up between tiles. This, and the box gutter behind the front façade, pose a risk in the face of massive storm events with high winds and/or great quantities of rainfall.

A more immediate danger is the increase in ground level around the base of the building, due to the presence of garden beds. The ground level has gradually increased over time, and is now higher than the subfloor level. This blocks air bricks and decreases subfloor ventilation, allowing timbers to rot. And in places where the damp-proof course is breached, further moisture enters the walls as do salts which cause fretting of the mortar joints and/or bricks. Plants that grow close to the walls exacerbate these two problems, both by decreasing air flow and increasing ground water if they are irrigated.

5.6 Potential for interpretation

Currently, the history and intention of this building is interpreted to the general public through two means: inscriptions on the building itself (the lettering “Memorial Hall” and the two memorial plaques on the front façade), and its inclusion in a City of Port Phillip heritage walk. ‘Walks in Port Phillip: On the Home Front’ is a brochure and map for a self-guided tour to places where important events during World War I took place as well as the many memorials to it. While the brochure mentions the creation of the Memorial Hall and its current use by the Hellenic RSL, it does not mention the South Melbourne and Albert Park honour boards inside of it, though another example (the Nott Street Old Boy’s Honour Board in Port Melbourne) is one of the stops on the walk.

The interested community member could also seek out the Port Phillip Heritage Review place citation. Users of the building can also find more information from the two honour boards in the entrance corridor.

The current level of interpretation is incidental, low-level and unplanned. It could be supplemented with professional interpretation at the site to increase community and user appreciation of this place. Some of the threads of its early and continuing story may appeal to contemporary imaginations, such as the years of effort it took to create the hall, the stories of some of the returned diggers who used the hall, its slow decline and then revival thanks to the Hellenic RSL Sub-Branch.

5.7 Use and management arrangements

5.7.1 Purpose of Crown grant

As noted in the history, the Memorial Hall was constructed in the 1920s to both honour the service of diggers during World War I and as a “useful” or “utilitarian” war memorial that would provide benefit to these same local servicemen. This understanding of its use has been enshrined in the wording of the Crown land permanent reservation for purposes of ‘a Memorial to Sailors & Soldiers who served in the war of 1914’. In its early years, the Memorial Hall was not only a social club for returned servicemen, but also the venue for Anzac Day services and a wide range of events that

were tangentially connected to the war and its aftermath (e.g. entertaining convalescing soldiers, raising funds for war orphans).

While the WWI veterans who once attended have all passed on, the Memorial Hall has been used for RSL purposes from the 1920s almost without pause through to the present. Certainly the 'second life' given to the Memorial Hall by the Hellenic RSL Sub-branch is in keeping with its Crown land reservation.

Considering the logical need to go beyond a literal reading of the conditions of the Crown grant, extending it from memorialising WWI veterans to the veterans of later wars, how much scope is there to expand the use of the building beyond its stated use as 'a Memorial'?

The history does not provide a strong precedent, as early events involving the wider community were all related to some degree to the war in its early years. By the 1980s, however, the South Melbourne Sub-branch diversified its use, and hired the Memorial Hall to be used for meetings and social events run by allied organisations, such as the Police, the SES and the Red Cross. While these events were problematic in the 1980s due to lapsed public building status, there is no indication that the Returned & Services League of Victoria head office discouraged such auxiliary uses. The Hellenic RSL Sub-branch also understands use by allied organisation to be in keeping with the Crown reservation.

Looking at other RSL branches in the Melbourne area that have successfully integrated core business with outreach to the wider community, the Oakleigh RSL is considered a fine example by the Hellenic RSL Branch. Oakleigh RSL summarises its vision as: 'We continue the traditions set by our founders in providing a place and support for veterans and their families, while being an integral part of our local community and supportive of our local organisations and charities.' They have a bistro and beer garden open to the public, host regular live music events, hire rooms for private events, and do not have pokie machines. In regard to their core business, they hold Anzac Day and Remembrance Day services, and have a Welfare Officer whose job is to provide support to veterans and their families. These activities are funded through the Branch's annual Anzac Appeal and Poppy Appeal (www.ocrsl.com.au).

The Oakleigh RSL example indicates a wide range of commercial activities that are acceptable under the RSL umbrella; presumably the only condition is that the veteran-focussed activities also continue. It appears that the veteran-welfare functions of the Oakleigh RSL rely on charitable fundraising, and are not necessarily cross-funded by the commercial activities of the Branch.

5.7.2 Aspirations of the Hellenic RSL and CoPP

Both the Hellenic RSL Sub-branch and the City of Port Phillip agree that the Memorial Hall is currently underutilised, and that more intensive use attracting a range of new users is desirable.

Currently, the Hellenic RSL holds a series of regularly scheduled events, as well as unscheduled ones. The scheduled events include open club rooms for coffee and lunch from 10 to 2 on Wednesdays and Saturdays and a monthly dinner, in the downstairs meeting/billiard room. In addition, are regular commemorative and holiday events, such as Anzac Day, Remembrance Day, Mother's Day, Christmas, etc., which take up the entire building. They also hold regular wakes for families of sub-branch members. The wakes, by their nature, are only booked several days in advance, and they occupy the entire building. Both for the commemorative days and wakes, caterers prepare meals in the downstairs kitchen, carry food up to the kitchenette at the first floor where food is plated to be served in the community hall. The unpredictable nature of the wakes is a constraint on the shared use of the Memorial Hall, which must be taken into account in future planning.

Though the Hellenic RSL currently has over 180 members, including some who served in Afganistan, East Timor and other recent postings, it does understand that there is a threat of dwindling membership numbers, with current average age at 70, to the point that the sub-branch falls below the minimum numbers required by the RSL and is disbanded. Even before this minimum is reached, the sub-branch may find that its membership is too small to physically upkeep the

Memorial Hall, as was the case with the South Melbourne RSL Sub-branch in the early 1980s. Their principal aspiration in this regard is to refresh both the interior of the Memorial Hall and the offerings to veterans in order to attract younger RSL members.

Recently, the Hellenic RSL has been able to attract new users to the building by hosting lectures on conflict-related themes, which are publicised and open to the Greek community and the general public more broadly. They are also active in a number of circles (The RSL generally, The Shrine of Remembrance, and also in Greek Community). The Hellenic RSL recently helped establish the Lemnos Gallipoli Commorative Committee and continue to support the efforts of that Committee and fund-raised for the recently erected Lemnos Gallipoli Memorial in Albert Park. They would like to find new ways of generating income to support their programs for veterans, but their first priority is to attract new RSL members as well as others from the wider community.

Both CoPP and the Hellenic RSL agree that investing money in the improvement of the Memorial Hall facilities must be in tandem with determining new uses that work with the building and its location and do not conflict with its continued RSL use. The Hellenic RSL note the potential for capital works funding from the Department of Veteran Affairs if a long-term lease is in place, to ensure a return on this investment.

The Hellenic RSL would consider options such as a sub-lease to providers of wellness programs, such as yoga or meditation classes in the upstairs hall, or a commercial café in the current kitchen (and meeting/billiard room) downstairs. No business case for these, or any other potential shared uses have been prepared.

In determining such shared uses, it will be important to determine potential conflicts between uses and users, so they can be weighed up in decision making. For example, if a commercial café occupies the downstairs kitchen, it may no longer be possible to bring in outside caterers for events. And if the upstairs hall is hired for other users, they may require that the room be cleared of table and chairs for the duration. The issue of the irregularly occurring wakes would impact on both of these potential shared uses.

5.7.3 Requirement on building services for expansion of uses

Apart from the structural and cosmetic works required to make the Memorial Hall workable for a wider range of users, and the need to make the female toilets OHS compliant, there are further areas in which the current state of the building does not meet contemporary expectations. This is particularly the case with thermal comfort, in particular the upstairs hall is very draughty due to its roof vents and would not be attractive for wellness classes. Other HVAC systems are ad-hoc, with exhaust fans installed in window panes in the downstairs meeting/billiard room. Much of the lighting appears to date from the 1980s. These upgrades would require a larger outlay than if the Hellenic RSL remained the sole user of the building, and they would have to be designed to have minimal impact on the significant fabric of the Memorial Hall.

6.0 POLICIES

6.1 Introduction

The *Australia ICOMOS Charter for Places of Cultural Significance* (the Burra Charter), revised 2013, and its guidelines addresses the conservation and adaptation of places of cultural heritage significance. The conservation policy for the South Melbourne Memorial Hall follows the principles contained within the Burra Charter. Conservation terms are used in accordance with their definitions in the Charter (see below).

The following conservation policy provides policy direction on the management, conservation and adaptation of the place. It identifies the most appropriate ways of caring for the fabric and setting of the Memorial Hall arising out of the statement of significance and other constraints on this place, including the current integrity and condition of the place, user requirements, statutory requirements, and stakeholder requirements and aspirations.

6.1.1 Definitions from the Burra Charter

- Fabric means all the physical material of a place including components, fixtures, contents and objects.
- Conservation means all the processes of looking after a place so as to retain its cultural significance.
- Maintenance means the continuous protective care of the fabric and setting of a place, and is to be distinguished from repair.
- Repair involves restoration or reconstruction.
- Adaptation means modifying a place to suit the existing use or a proposed use.
- Preservation means maintaining the fabric of a place in its existing state and retarding deterioration.
- Restoration means returning the exiting fabric of a place to a known earlier state by removing accretions or by re-assembling existing components without the introduction of new material.
- Reconstruction means returning a place to a known earlier state and is distinguished from restoration by the introduction of new material.
- Use means the functions of a place as well as the activities and practices that may occur at the place.

6.1.2 General policy objectives

The conservation policy is based on the general objectives:

- Conserve the integrity of the South Melbourne Memorial Hall as a place of significance to the City of Port Phillip with a range of tangible and intangible heritage values.
- Conserve the heritage values of the place inherent in its setting, significant fabric, traditions, meanings and associations.
- Develop a future viable and sustainable public use, and provide a plan to move forward with implementation.
- Involve the community and key stakeholders in any processes that may involve change to the use, setting or building.

6.1.3 Policy structure

Each policy section has the following structure:

- Objective
- Policy basis
- Policies

6.2 Place as a whole

Objective

To conserve all of the heritage values of the South Melbourne Memorial Hall, both tangible and intangible.

Policies

It is policy to:

- 6.2.1 Consider all heritage values, both tangible and intangible, in making decisions about changes to the Memorial Hall.
- 6.2.2 Ensure that the information about the Memorial Hall and its setting documented in this Conservation Management Plan is made easily available to all stakeholders.
- 6.2.3 Regularly review this conservation management plan to ensure that it is still valid, at least once every 10 years or when major changes to the place and/or its use occur.

6.3 Setting

Objective

To maintain and enhance the setting of the South Melbourne Memorial Hall in relation to its wider setting and those aspects of Anzac Gardens that are of heritage significance.

Policies

It is policy to:

- 6.3.1 Protect the significant views to the Memorial Hall from James Service Place and views down this street from the Memorial Hall to the former St Vincent's Boys' Orphanage.
- 6.3.2 Retain the significant semi-circular form of the Anzac Gardens reserve.
- 6.3.3 Remove all plantings and landscaping elements that negatively impact upon the physical condition and presentation of the significant Memorial Hall.
- 6.3.4 Ensure that new plantings and landscaping in Anzac Gardens are sympathetic to the symmetrical form of the Memorial Hall, particularly as viewed from the east down James Service Place, and that they do not unduly encroach upon the building (with a dripline no closer than 3 metres from the base of the building).

6.4 Building

Objective

To provide for the conservation of the South Melbourne Memorial Hall in a manner that protects its significant fabric into the future and enhances appreciation of the architects' intent.

Policies

It is policy to:

- 6.4.1 Maintain the Memorial Hall to ensure that it is retained in a structurally stable and safe condition with appropriate detailing and traditional materials, workmanship and authentic detailing respecting the original fabric.
- 6.4.2 Seek guidance by an appropriately skilled consultant (and Council's Heritage Advisor) regarding general conservation of the place, including regular cleaning, maintenance and repair, and to manage the documentation and execution of such works.

- 6.4.3 Treat the interior of the Memorial Hall with due respect for the significant elements and intact spaces and preserve them, including wall linings, cornices, moulded dado line, despite the lack of Internal Alteration Controls in the planning scheme.
- 6.4.4 Treat the timber WWI and WWII honour boards with due care as an integral part of the Memorial Hall's significance and a means of interpreting this significance to building users. This includes retaining them in their present prominent position in the front hall, and recording them in an appropriate assets register. As harsh cleaning and in appropriate 'restoration' to the timber finish and lettering can gravely impact the significance of the honour boards, engage an experienced objects conservator for any repairs or cleaning beyond regular dusting with a clean soft, dry microfibre or dust-attracting cloth.
- 6.4.5 Present the exterior and significant interior spaces of the Memorial Hall in keeping with the architects' original intent, in order to enhance appreciation and understanding amongst building users and the wider community. This may include restoration (removal of non-significant accretions, including overpainting of varnished joinery), and reconstruction (for example, north and south external stairs, window sashes, entrance leadlights, original paint colours).
- 6.4.6 Carefully reticulate new building services with consideration of the existing fabric, while being minimally visually intrusive. This requires specialist heritage input to plan the most appropriate approach.
- 6.4.7 Remove redundant services (wiring, cabling, pipework, etc.) unless they are original to the building. Retain original fittings, such as Bakelite switches and powerpoints; if redundant either disconnect them or replace their internal wiring so they can still be used.

6.5 Managing change

Objective

To provide for the future development of the South Melbourne Memorial Hall as a war memorial and facility for veterans that might be shared with the wider community.

Policies

It is policy to:

- 6.5.1 Assess all proposed changes to the place in regard to the relative degrees of significance as defined - significant, contributory, low significance, and not significant. If the proposed works are not specifically addressed by the policies and action plan of this conservation management plan, engaged a suitable heritage professional (or Council's Heritage Advisor) to assess them in light of the principles of the Burra Charter and to explore how negative impacts on significance can be minimised.
- 6.5.2 Minimise negative impacts on significant elevations, spaces and elements (internal and external) of the Memorial Hall, particularly representative elevations (front and north and south sides) and significant internal spaces.
- 6.5.3 Retain in its intact form, or reinstate the original appearance, of original internal fabric, particularly representative elements such as the stone and tile dado, staircase joinery and fireplace.
- 6.5.4 Seek to retain as much original fabric in contributory internal spaces and ensure that changes to room layout remains legible to the interested observer.
- 6.5.5 Allow considered change, such as new openings, new built form, new layout and new fitout, to the least intact and/or representative elevation (rear/west) and internal spaces (of low or no significance) of the Memorial Hall.
- 6.5.6 Plan upgrades to amenities and access/egress to have a minimal impact on heritage impact. Seek solutions that respond to the level of intactness and original design of the building. For

example, explore the possibility of reinstating both original external egress stairs in their original design, based on the historic plans held by the City of Port Phillip.

6.6 Use

Objective

To give due weight in planning for future changes to the legally permitted use of the South Melbourne Memorial Hall and its contribution to the heritage significance of the place.

Policies

It is policy to:

- 6.6.1 Ensure that key stakeholders (veterans) can continue to use the Memorial Hall by considered change where required to improve accessibility. In some cases, limited changes to significant fabric and spaces may be necessary to achieve this aim, however, removal or alteration of key representative features such as the staircase and marble dado should be avoided.
- 6.6.2 Re-establish link with the local community, which was lost incrementally, first in 1955 when the South Melbourne Sub-branch asked for the Memorial Hall's status as a public building to be withdrawn and then when it changed from a local RSL to housing a Melbourne-wide Hellenic group. This may be through interpretation of the Memorial Hall for the general public and/or opening it to use by the wider community.
- 6.6.3 Seek more intensive uses of the Memorial Hall, either for the general community and/or veterans, to financially support the ongoing preservation of the building (maintenance and upkeep), as long as this does not require alterations to significant building fabric or impede the ability its regular use as an RSL. The impacts of intensification of use on residential setting should be considered, for example, parking and noise issues.

6.7 Interpretation

Objective

To enhance understanding and appreciation of the South Melbourne Memorial Hall amongst its users and the wider community.

Policies

It is policy to:

- 6.7.1 Provide information about the history, significance and use of the Memorial Hall that is accessible to the general public.

7.0 ACTION PLAN

7.1 Introduction

The following section highlights key physical/condition issues affecting the South Melbourne Memorial Hall and recommends actions for the implementation of the conservation policies.

7.2 Condition Survey (Refer to Appendix A)

Andronas Conservation Architecture conducted a comprehensive existing condition survey of Memorial Hall on 23rd February 2021. This information has been tabulated and summarised in Appendix A and includes the following:

- Room Description
- Summary of original and missing fabric.
- Summary of possible building compliance issues.
- Summary of maintenance and repair work required.
- Photographic record of notable defects

A description of priorities can be found below (applies to Action Plan as well):

Urgent Priority Works: *Action required in 0-6 months (0.5yrs)*

Works that are required immediately to minimise risk of injury or hazards.

High Priority Works: *Action required in 0-1 year*

Generally, water ingress, structural, compliance or safety issues are considered to be high priority works. If these matters are not dealt with in a timely manner, further degradation of the condition of the building is likely to be imminent.

Medium Priority Works: *Action required in 1-5 years*

Typically, this is for items where the life span of a material or construction is coming to an end and works are recommended to prevent degradation of the existing fabric from commencing.

Low Priority Works: *Action required in 6-10 years*

Low priority works are generally those of a more cosmetic nature, such as rectification of interior finishes, monitoring of cracks, etc. Works such as these should not be undertaken until the rectification of issues leading to the degradation of finishes is undertaken (e.g. remediation of water ingress or structural movement should be undertaken prior to patching and repainting deteriorated plaster, or the filling of cracks should be done after structural movement has been addressed).

7.3 Action Plan Schedule

The Action Plan Schedule summarises issues listed in the condition survey and the applicable conservation policies to provide a general scope of works and timeframe for actioning. For conservation works, in most cases, a qualified heritage consultant should be engaged to provide specialist advice prior to engaging a works contractor.

Item	Description of works	Priority	Applicable conservation policy
1	<p>Northern chimney</p> <p>As outlined in structural inspection report prepared by Mark Hodkinson dated 18th June 2021:</p> <p><i>The mortar at the top of the brickwork chimney stack has fretted and the mortar capping has weathered and is in poor condition. A brick was missing from the southern side of the top of the stack and a loose brick was removed from the northern side of the stack during the inspection.</i></p> <p><i>Action: Remediate the top of the northern chimney stack by repointing the mortar and relaying the brickwork capping and mortar.</i></p>	Urgent 0-0.5yrs	
2	<p>Roof structure and associated ceiling repairs</p> <p>As outlined in structural inspection report prepared by Mark Hodkinson dated 18th June 2021:</p> <p><i>It would seem that the rafters that bear on the eastern and western walls of the ventilator shaft that runs along the north / south ridge of the roof may have moved down the roof slope at some time as the waling plate does not rest on the studwork birdsmouths. It would seem that steel tie rods have been retrofitted between the top chords, below the flat ceiling in order to prevent horizontal 'spread' of the top chords. The ceiling joists are supported from waling plates that have been fixed to the sides of the trusses and the ceiling joists have been notched over the waling plate. This common detail can be problematic as the joint can crack if the ceiling joist is overloaded.</i></p> <p><i>Action: Remediate the first floor ceiling joist connection at the waling plates by installing metal straps to hang the ceiling joists.</i></p> <p><i>The fibrous plaster first floor ceiling is generally in poor condition and the timber cover straps have become dislodged and deflected at some locations. Normally fibrous plaster ceilings are nailed to the ceiling battens and then plaster 'scrim' is installed above the battens to support the mass of the fibrous plaster in the long term, as without the scrim the nails can pull-out from the battens. As there is no scrim above the battens it is probable that the timber cover straps have been relied upon to support the plaster where they have been installed, and that the nails have been relied upon to support the plaster in between the cover straps.</i></p> <p><i>Action: Either replace or remediate the first floor fibrous plaster ceiling.</i></p>	High 0-1 yrs	<p><i>Building 6.4.1 - Maintain the Memorial Hall to ensure that it is retained in a structurally stable and safe condition with appropriate detailing and traditional materials, workmanship and authentic detailing respecting the original fabric.</i></p> <p><i>Building 6.4.3 - Treat the interior of the Memorial Hall with due respect for the significant elements and intact spaces and preserve them, including wall linings, cornices, moulded dado line, despite the lack of Internal Alteration Controls in the planning scheme.</i></p>

Item	Description of works	Priority	Applicable conservation policy
3	<p>Timber subfloor works</p> <p>The timber floor is showing significant signs of deflection in room G.16 (Old Billiard Room/Meeting Room) and a moderate fall to the doorway in G.01 (Old Secretary's Office). Inspection of the timber subfloor indicates significant decay of timber stumps.</p> <p>Action: An entire reconstruction of the timber subfloor to ground level should be considered. This should be done in tandem with resolving subfloor ventilation issues to prevent future damp issues from occurring. Provide sufficient openable areas to subfloor vents and ensure that all vents remain free of debris (refer also to item 8, remove planting).</p>	High 0-1 yrs	
4	<p>Roof and roof plumbing works</p> <p>The roof and roof plumbing defects noted in the condition survey and structural engineer's inspection should be actioned to prevent water ingress occurring.</p> <p>Action: Works include the following:</p> <ul style="list-style-type: none"> - Remediate missing mortar pointing from hip capping joints. (high priority) - Replace missing terracotta tiles. (high priority) - Inspect box gutters and downpipes for leaks and repair as required. (high priority) - Adjust eaves gutter to provide adequate fall to outlet/downpipe. (high priority) - Provide flashings at intersection between ridge and hip (medium priority). - Treat or make good all downpipes for corrosion and repaint (low priority). 	High 0-1 yrs	<p><i>Building 6.4.1 - Maintain the Memorial Hall to ensure that it is retained in a structurally stable and safe condition with appropriate detailing and traditional materials, workmanship and authentic detailing respecting the original fabric.</i></p> <p><i>Building 6.4.3 - Treat the interior of the Memorial Hall with due respect for the significant elements and intact spaces and preserve them, including wall linings, cornices, moulded dado line, despite the lack of Internal Alteration Controls in the planning scheme</i></p>

Item	Description of works	Priority	Applicable conservation policy
5	<p>Inspect concrete lintels</p> <p>As outlined in structural inspection report prepared by Mark Hodgkinson dated 18th June 2021:</p> <p><i>The cracking in the concrete lintels in the external walls has been caused by differential movement between the brickwork and the concrete, ie long term expansion of the brickwork via brick growth, and long term shrinkage of the concrete. It is also possible that some 'concrete cancer' may be present in some of the concrete lintels, that is corrosion and expansion of the lintel rebar and consequent cracking of the concrete as a result of carbonation of the concrete, poor quality concrete, and/or inadequate reinforcement cover.</i></p> <p><i>Action: Inspect the concrete lintels for concrete cancer.</i></p>	Med 1-5 yrs	<p><i>Building 6.4.1 - Maintain the Memorial Hall to ensure that it is retained in a structurally stable and safe condition with appropriate detailing and traditional materials, workmanship and authentic detailing respecting the original fabric.</i></p>
6	<p>Inspect wire wall ties</p> <p>As outlined in structural inspection report prepared by Mark Hodgkinson dated 18th June 2021:</p> <p><i>The external brickwork walls appear to be constructed of an external skin of double bonded brickwork, a cavity and then an internal single skin of brickwork. Whilst the external brickwork walls appear to be in very good condition it is possible that the wire wall ties that tie the internal and external skins together may have corroded, given the proximity of the building to Port Philip Bay.</i></p> <p><i>Action: Remove some areas of the external brickwork walls to allow the wire wall ties to be inspected.</i></p>	Med 1-5 yrs	<p><i>Building 6.4.3 - Treat the interior of the Memorial Hall with due respect for the significant elements and intact spaces and preserve them, including wall linings, cornices, moulded dado line, despite the lack of Internal Alteration Controls in the planning scheme</i></p>
7	<p>Remove planting, lower ground level</p> <p>The ground level has gradually increased over time and is now higher than the subfloor level. This blocks air bricks and decreases subfloor ventilation, allowing timbers to rot. And in places where the damp-proof course is breached, further moisture enters the walls as do salts which cause fretting of the mortar joints and/or bricks. Plants that grow close to the walls exacerbate these two problems, both by decreasing air flow and increasing ground water if they are irrigated. Remove all plantings within 3 metres of the base of the Memorial Hall. Lower the ground level to below the vents and damp-proof course of the Memorial Hall.</p>	High 0-1 yrs	<p><i>Setting 6.3.3 - Remove all plantings and landscaping elements that negatively impact upon the physical condition and presentation of the significant Memorial Hall.</i></p> <p><i>Setting 6.3.4 - Ensure that new plantings and landscaping in Anzac Gardens are sympathetic to the symmetrical form of the Memorial Hall, particularly as viewed from the east down James Service Place, and that they do not unduly encroach upon the building (with a dripline no closer than 3 metres from the base of the building).</i></p>

Item	Description of works	Priority	Applicable conservation policy
8	<p>Develop plan for future and ongoing use</p> <p>Determining the future and ongoing use of the Memorial Hall is key to its long-term vitality. To promote intensive use of the building, the following options, but not limited to, should be explored:</p> <ul style="list-style-type: none"> - Opportunities of the RSL integrating a core business with outreach to the wider community, while preserving veteran focused activities. - Sub-lease to providers of wellness programs, such as yoga or meditation classes in the upstairs hall, or a commercial café in the current kitchen (and meeting/billiard room) downstairs. - Creating an external entry/exit to the west of the building that engages with the Anzac Gardens at the rear (e.g. opening of the previously enclosed entry). <p>The development of this plan should inform the scope of works for Item 9 (Egress), Item 10 (Access), Item 11 (Fire Safety), Item 12 (Upgrading Facilities) and Item 13 (Services Upgrade).</p>	High 0-1 yrs	<p><i>Use 6.6.3 - Seek more intensive uses of the Memorial Hall, either for the general community and/or veterans, to financially support the ongoing preservation of the building (maintenance and upkeep), as long as this does not require alterations to significant building fabric or impede the ability its regular use as an RSL. The impacts of intensification of use on residential setting should be considered, for example, parking and noise issues.</i></p>
9	<p>Egress (compliance)</p> <p>Emergency egress pathways, egress doors, emergency exit signs generally require review. The first floor community hall is used by the largest groups, and it currently has two staircases (one internal access stairs, the other the external escape stairs on the north side). The second space where large numbers meet is the ground floor meeting room (former billiards room). It currently has only one main point of egress: the door to the entrance hall. When constructed, this room had a rear door leading directly outside, but this has been bricked up. As technically both the community hall and the meeting room should have three points of emergency egress each, advice from a Building Surveyor is required to determine if egress is sufficient both for the current intensity of use and for any future increase.</p> <p>Action: A review of emergency egress pathways, egress doors, emergency exit signs is required to be compliant with National Construction Code. Explore the possibility of reinstating both original external egress stairs in their original design, based on the historic plans held by the City of Port Phillip.</p> <p>A Building Surveyor should be engaged to provide a comprehensive report to advise on egress compliance.</p>	High 0-1 yrs	<p><i>Use 6.6.1 - Ensure that key stakeholders (veterans) can continue to use the Memorial Hall by considered change where required to improve accessibility. In some cases, limited changes to significant fabric and spaces may be necessary to achieve this aim, however, removal or alteration of key representative features such as the staircase and marble dado should be avoided.</i></p> <p><i>Managing Change 6.5.6 - Plan upgrades to amenities and access/egress to have a minimal impact on heritage impact. Seek solutions that respond to the level of intactness and original design of the building. For example, explore the possibility of reinstating both original external egress stairs in their original design, based on the historic plans held by the City of Port Phillip.</i></p>

Item	Description of works	Priority	Applicable conservation policy
10	<p>Access (compliance)</p> <p>As the <i>Disability Discrimination Act 1992 (DDA)</i> is federal legislation, it overrides state-based legislation, such as Victoria's <i>Planning and Environment Act 1987</i> which underpins the Heritage Overlay. Beyond the legal requirements, the use of the Memorial Hall by many elderly and mobility-impaired Hellenic RSL Branch members and their families already makes this a key consideration. While a concrete ramp was added to the front door within the past five years, it is not DDA compliant. Even more crucially, there is only stairs access to the first floor community hall, which is the most heavily used space in the building.</p> <p>Action: the following works should be considered:</p> <ul style="list-style-type: none"> - Installation of a new lift to the first floor level, to provide access to the community hall. The position which is likely to have the least impact on the historic fabric is the ground floor front office to the Lobby above - New front steps, landing and ramp, to be DDA compliant (TGSI, nosing strips, handrails, etc.) - Upgrading of non-compliant toilets and new accessible toilet. (see also item 12, Upgrading facilities) <p>An accessibility consultant should be engaged to provide compliant solutions.</p>	High 0-1 yrs	<p><i>Use 6.6.1 - Ensure that key stakeholders (veterans) can continue to use the Memorial Hall by considered change where required to improve accessibility. In some cases, limited changes to significant fabric and spaces may be necessary to achieve this aim, however, removal or alteration of key representative features such as the staircase and marble dado should be avoided.</i></p>
11	<p>Fire Safety (compliance)</p> <p>Ongoing fire safety is essential to ensure the safety of all occupants, and to also preserve the built fabric of Memorial Hall. Fire can have serious impact on the condition of heritage places and should be managed thoroughly.</p> <p>Action: A review of fire safety systems should be carried out, including, but not limited to the following areas:</p> <ul style="list-style-type: none"> - servicing of firefighting equipment, such as fire extinguishers/hoses etc. - installation of smoke and heat detectors and fire sprinkler systems, including associated alarm and communication systems. - access to water for fire firefighting. - remove stores of flammable materials or rubbish. - installation of water stops at exterior door thresholds to minimise the risk of arson with accelerants <p>A fire services engineer should be engaged to provide a comprehensive report.</p>	High 0-1 yrs	<p><i>Building 6.4.1 - Maintain the Memorial Hall to ensure that it is retained in a structurally stable and safe condition with appropriate detailing and traditional materials, workmanship and authentic detailing respecting the original fabric.</i></p>

Item	Description of works	Priority	Applicable conservation policy
12	<p>Upgrading facilities</p> <p>Dependent on the future use/s of the building, upgrading the toilet and kitchen facilities should be considered. This will be dependent on the size of the occupancy, which will determine facility requirements (e.g. pans, basins, etc.). As these areas general require significant service reticulation and contemporary fixtures and fittings, both the toilet and kitchen should remain in areas of Contributory, Low Significance and/or No Significance.</p> <p>Action: The following upgrading of facilities could be considered:</p> <ul style="list-style-type: none"> - upgrading of sanitary compartments (toilets), including a new accessible toilet - upgrade of commercial kitchen to cater for larger events, while providing a safe and clean environment for food preparation <p>If any upgrade works are to occur, it would be advisable that future services are reticulated through new stud frame partitions and/or hobs to avoid significant reticulation of pipework through and/or surface mounted on existing masonry walls.</p>	Medium 1-5 yrs	<p><i>Building 6.4.6 - Carefully reticulate new building services with consideration of the existing fabric, while being minimally visually intrusive. This requires specialist heritage input to plan the most appropriate approach.</i></p> <p><i>Managing Change 6.5.5 - Allow considered change, such as new openings, new built form, new layout and new fitout, to the least intact and/or representative elevation (rear/west) and internal spaces (of low or no significance) of the Memorial Hall.'</i></p> <p><i>Managing Change 6.5.6 - Plan upgrades to amenities and access/egress to have a minimal impact on heritage impact. Seek solutions that respond to the level of intactness and original design of the building. For example, explore the possibility of reinstating both original external egress stairs in their original design, based on the historic plans held by the City of Port Phillip.</i></p>
13	<p>Services upgrade</p> <p>Upgrade building services to make the Memorial Hall workable for a wider range of users and to meet contemporary expectations.</p> <p>Action: The following upgrade of services are recommended:</p> <ul style="list-style-type: none"> - HVAC system, to provide thermal comfort - Ventilation, natural and mechanical - Adequate lighting (task and ambient) to provide for a wide range of users. 	Medium 1-5 yrs	<p><i>Use 6.6.1 - Ensure that key stakeholders (veterans) can continue to use the Memorial Hall by considered change where required to improve accessibility. In some cases, limited changes to significant fabric and spaces may be necessary to achieve this aim, however, removal or alteration of key representative features such as the staircase and marble dado should be avoided.</i></p> <p><i>Building 6.4.6 - Carefully reticulate new building services with consideration of the existing fabric, while being minimally visually intrusive. This requires specialist heritage input to plan the most appropriate approach</i></p>
14	<p>Reticulation of services</p> <p>Poor reticulation of services has contributed to ongoing damage to existing fabric. Remove redundant services (wiring, cabling, pipework, etc.) unless they are original to the building.</p> <p>Action: Retain original fittings, such as Bakelite switches and powerpoints; if redundant either disconnect them or replace their internal wiring so they can still be used. When reticulating new services, avoid cutting into hard plaster on walls as cutting into drummy areas can result in extensive damage. Surface mounting is preferred instead.</p>	Medium 1-5 yrs	<p><i>Building 6.4.6 - Carefully reticulate new building services with consideration of the existing fabric, while being minimally visually intrusive. This requires specialist heritage input to plan the most appropriate approach.</i></p> <p><i>Building 6.4.7 Remove redundant services (wiring, cabling, pipework, etc.) unless they are original to the building. Retain original fittings, such as Bakelite switches and powerpoints; if redundant either disconnect them or replace their internal wiring so they can still be used.</i></p>

Item	Description of works	Priority	Applicable conservation policy
15	<p>General Presentation</p> <p>Restoration of altered elements represents relatively small works that will create a major improvement in the internal appearance and desirability of the Memorial Hall to users.</p> <p>Action: This includes the removal of overpainting from the staircase (and any other joinery that originally had a clear finish) and from the fireplace, removal of the heater insert from the fireplace, and reinstatement of the missing leadlights from above the entrance doors. Part of this work could also be the investigation and reinstatement of all original finishes (painted or clear) to the joinery, walls and ceilings of the interior, and the exterior joinery and render. This would reinstate the architect's intentions and improve the appearance of the building.</p>	Medium 1-5 yrs	<p><i>Building 6.4.3 - Treat the interior of the Memorial Hall with due respect for the significant elements and intact spaces and preserve them, including wall linings, cornices, moulded dado line, despite the lack of Internal Alteration Controls in the planning scheme.</i></p> <p><i>Building 6.4.5 - Present the exterior and significant interior spaces of the Memorial Hall in keeping with the architects' original intent, in order to enhance appreciation and understanding amongst building users and the wider community. This may include restoration (removal of non-significant accretions, including overpainting of varnished joinery), and reconstruction (for example, north and south external stairs, window sashes, entrance leadlights, original paint colours).</i></p>
16	<p>Update Citation</p> <p>Action: Update Citation No. 2236 of the Port Phillip Heritage Review based on the historical research and assessment of significance of the South Melbourne Memorial Hall and its setting.</p>	Medium 1-5 yrs	<p><i>Place as a whole 6.2.2 - Ensure that the information about the Memorial Hall and its setting documented in this Conservation Management Plan is made easily available to all stakeholders.</i></p>
17	<p>Interpretation</p> <p>Interpretation aims to enhance the understanding and appreciation of the South Melbourne Memorial Hall amongst its users and the wider community. The lettering "Memorial Hall" on the front façade and the two memorial plaques provide a general interpretation of the building's original use and significance. The current level of interpretation is incidental, low-level and unplanned.</p> <p>Action: It could be supplemented with professional interpretation at the site to increase community and user appreciation of this place. Some of the threads of its early and continuing story may appeal to contemporary imaginations, such as the years of effort it took to create the hall, the stories of some of the returned diggers who used the hall, its slow decline and then revival thanks to the Hellenic RSL Sub-Branch.</p> <p>This could be in the form of:</p> <ul style="list-style-type: none"> - site specific signage (print/digital) - interactive display - in ground plaques - sculptural interpretation 	Low 6-10 yrs	<p><i>Use 6.6.2 - Re-establish link with the local community, which was lost when the Memorial Hall changed from a local RSL to housing a Melbourne-wide Hellenic group. This may be through interpretation of the Memorial Hall for the general public and/or opening it to use by the wider community.</i></p> <p><i>Interpretation 6.7.1 - Provide information about the history, significance and use of the Memorial Hall that is accessible to the general public.</i></p>

Item	Description of works	Priority	Applicable conservation policy
18	Review Conservation Management Plan Action: Regularly review this conservation management plan to ensure that it is still valid, at least once every 10 years or when major changes to the place and/or its use occur. This includes regular review and updating of the condition survey.	Ongoing	<i>Place as a whole 6.2.2 - Ensure that the information about the Memorial Hall and its setting documented in this Conservation Management Plan is made easily available to all stakeholders.</i> <i>Place as a whole 6.2.3 - Regularly review this conservation management plan to ensure that it is still valid, at least once every 10 years or when major changes to the place and/or its use occur.</i>

7.4 Maintenance Schedule

The maintenance schedule sets out when routine inspection and maintenance works are to be carried out to prevent the types of failure which occur predictably within the life of the place. It is recommended a maintenance logbook is kept of all works carried out, including a description of the work, date of completion, cost, contractor and warranties.

1. ROOF COVERING

Building Element	Inspect for	When (Year)
Terracotta tiles	<ul style="list-style-type: none"> Inspect for those that have slipped, cracked or are broken. 	2
Metal box gutters	<ul style="list-style-type: none"> Inspect for loose or raised fixings, sheet edges and surfaces that are deformed from being walked on. Look for rust stains around fixings, where sheets are lapped and around flashings. Check for dissimilar metals at flashings. Loose fixings can indicate batten failure. 	2
Flashings/Cappings	<ul style="list-style-type: none"> Inspect for loose or raised fixings to metal cappings, capping that have lifted, slipped or are deformed from wind damage. Check whether capping tiles have cracked or broken mortar bedding, have slipped or are missing 	2
Generally	<ul style="list-style-type: none"> Remove rubbish and leaves and check vent pipes for missing or damaged hat or wire basket cowls. 	4-12 months
	<p>Avoid</p> <ul style="list-style-type: none"> Walking on brittle roof tiles. Combining dissimilar materials that will react with each other. Replacing original roof coverings unnecessarily. Light gauge flashings that are susceptible to wind damage and lift. Cement mortar repair to over flashing inserted in masonry joints 	

NOTE: Frequency of inspections will be influenced by the rates of decay and deterioration, particularly to buildings poorly maintained.

2. ROOF DRAINAGE

Building Element	Inspect for	When (Year)
Eaves Gutters	<ul style="list-style-type: none"> Inspect for bent or squashed/dinted gutters from ladders and for gutters that are over strapped Ensure eaves gutters have adequate falls to outlets Check all joints are watertight. 	2 2
Steel	<ul style="list-style-type: none"> Inspect for rust stains around downpipe outlets, internal/external corners, beneath tree overhangs and downpipe offsets and shoes. Ensure gutter does not collect water run-off from copper flashings or from roof above that will corrode gutter 	2
Generally	<ul style="list-style-type: none"> Inspect gutters and downpipe joints for cracks. Are there drips to the underside? Are there loose or missing brackets to gutters and downpipes? Clear gutters including guards if installed, sumps and rainwater heads of leaves and rubbish each autumn, trim overhanging trees. Check if gutters are sagging and water falls to outlets Ensure leaf guards to outlets, rainwater heads and sumps sit correctly and are clear of debris. Growth, moss or stains surrounding downpipes can indicate blockages. Look for downpipes that are squashed or damaged and restrict water flow. Check if downpipes are connected to the stormwater system and, if so, whether joints are sound. Check that stormwater drains are not blocked. Check whether birds are nesting on downpipe offsets and polluting the building, or whether bird proofing, If installed, is adequate and sound. 	2 4-12 months 2 4-12 months
	Avoid	
	<ul style="list-style-type: none"> Combining dissimilar materials that will react with each other. Hosing or sweeping leaves and debris into downpipe outlets. Placing ladders or leaning objects onto metal gutters. 	

3. EAVES

Building Element	Inspect for	When (Year)
Generally	<ul style="list-style-type: none"> Inspect for holes where birds can nest, roof space entry for possums, and for surface stains to fascia and soffit that indicate roof or valley and gutter failure. Check ventilation holes 	1
	<ul style="list-style-type: none"> Inspect for paint failure and/or decay to linings. This can indicate roof covering failure. 	2
	<ul style="list-style-type: none"> Identify cobwebs and wasp or hornet nest for removal. 	1

4. FABRIC

Building Element	Inspect for	When (Year)
Brickwork	<ul style="list-style-type: none"> Inspect for loose, fretted, broken or missing mortar joints and bricks. Check if the brickwork is crumbling or has surface salts; this can indicate a moisture problem. Are ventilators blocked or covered over with soil? 	5
Render (Exterior)	<ul style="list-style-type: none"> Is the render cracked or drummy? 	5
Hard Plaster (Interior)	<ul style="list-style-type: none"> Is the hard plaster cracked or drummy? 	5
Generally	<ul style="list-style-type: none"> Inspect areas for grime, growth from joints, bird excretion and graffiti. Is there any sign of termite infestation? 	4-12 months
	<p>Avoid</p> <ul style="list-style-type: none"> Covering wall ventilators and damp-proof courses with soil or rubbish. Building up garden beds over damp proof courses, planting close to walls or continual watering of walls Applying stonework anti-graffiti or protective coatings whose effectiveness or reversibility has not been proven. Inappropriate cleaning of masonry, e.g. Strong water jet cleaning, acidic or caustic solutions, or detergents that can damage the masonry. 	

5. STRUCTURE

Building Element	Inspect for	When (Year)
Timber	<ul style="list-style-type: none"> Are members secure and true? 	7
Masonry	<ul style="list-style-type: none"> Are there cracks? Straight and true? 	5
Steel/Iron	<ul style="list-style-type: none"> Is there any sign of rust? Are fixings secure? 	7
Subfloor	<ul style="list-style-type: none"> Inspect subfloor regularly for signs of movement or damp. Ensure subfloor vents are free from debris. 	1
Generally	<ul style="list-style-type: none"> Are there any signs of structural distress (movement, cracking) which a structural engineer should inspect? 	Ongoing

6. JOINERY

Building Element	Inspect for	When (Year)
Windows	<ul style="list-style-type: none"> • Inspect for loose or damaged mouldings, architraves, decayed stiles at sill level, weathered sills, sashes that bind, noisy pulley wheels that need to be oiled, and sash cords that are decayed or broken. Check strength by raising weight by hand and dropping - if cord is sound it will carry weight at bottom of drop. • Inspect for loose or decayed sash joints and broken or cracked glass or putty. • Check internal faces around windows for stains that can indicate failed flashing. 	7
Doors	<ul style="list-style-type: none"> • Inspect for loose jambs, decay at the threshold or damage from locks being forced. Is the threshold secure, decayed, excessively worn or broken? Are mouldings or stops secure and does the door operate satisfactorily? Are door joints firm, mouldings missing or damaged? Has the glass broken or cracked? Is the hardware operational - do catches catch, locks lock? Is the furniture secure or missing and defective? • Check if the door requires a stop to prevent damage to the door or walls when opened. 	2
Honour boards	<ul style="list-style-type: none"> • Retain them in their present prominent position in the front hall, and recording them in an appropriate assets register. As harsh cleaning and inappropriate 'restoration' to the timber finish and lettering can gravely impact the significance of the honour boards, engage an experienced objects conservator for any repairs or cleaning beyond regular dusting with a clean soft, dry microfibre or dust-attracting cloth. 	As required, gently dusting monthly
Generally	<ul style="list-style-type: none"> • Check whether hardware operates properly, or is loose, inadequate or damaged. Do doors and windows operate satisfactorily? 	2
	<p>Avoid</p> <ul style="list-style-type: none"> • Restricting fire exits with storage items. • Installing fans or air-conditioners in windows. • Replacing with hardware not in keeping with the building. • Removing original hardware. 	

7. PAINTING

Building Element	Inspect for	When (Year)
Window Sills	<ul style="list-style-type: none"> Inspect for paint deterioration and weathering 	7
Doors/Frames	<ul style="list-style-type: none"> Inspect for paint deterioration, failure or damage and grime generally. 	3
Generally	<ul style="list-style-type: none"> Inspect timberwork (fascias, eaves soffits etc) for joints cracking, putty coming away from fixings, cracking paint, blisters or fading of colours. Stains can indicate a moisture problem. 	7
	Avoid	
	<ul style="list-style-type: none"> Painting surfaces never intended for painting, such as stone or face brick Inappropriate paint colours. Installing one way glass when carrying out glazing repairs. Excessive exposure to original lead-based paint. 	

8. SERVICES

Building Element	Inspect for	When (Year)
Stormwater	<ul style="list-style-type: none"> Inspect for dish drains and sumps blocked with rubbish, leaves or silt. Check if water lies in sumps as this can indicate a total or partial blockage or inadequate fall in line. Ensure hose taps discharge into gullies and ensure gullies and sump gratings are operable and not damaged, and sit square. Check whether stormwater drains into sewer system – if so, call a plumber to rectify 	4-12 months
Sewerage	<ul style="list-style-type: none"> Inspect sumps for damaged grates and ensure these are not draining surface water. 	2
Water	<ul style="list-style-type: none"> Inspect taps for drips and ease of operation. Are taps and surface-run pipes secured to walls or supports? Look for wet areas within the property grounds and gardens during dry periods - this can indicate a broken pipe. 	2
Electricity	<ul style="list-style-type: none"> Check if light bulbs are blown or the fittings damaged, and if fittings are well secured to walls or standards Are exterior light standards or poles stable and undamaged. 	1
General	<ul style="list-style-type: none"> Inspection and cleaning of all mechanical filters (exhaust fans & kitchen exhaust). Flushing out of hot water services & lines. Inspection of gas appliances including manifold pressure & leaks. 	1
	Avoid	
	<ul style="list-style-type: none"> Hosing leaves and debris into stormwater pits. 	

9. LANDSCAPING WORKS

Building Element	Inspect for	When (Year)
Paving/Bitumen Concrete	<ul style="list-style-type: none"> Inspect for broken bitumen - is it lifting or undulating from heavy vehicular traffic? Are there areas ponding or does surface water fall to pits satisfactorily? Check for any loose or lifting paving blocks or bricks that could be hazardous to pedestrians, and for growth from the construction joints. Inspect kerbs for damage from vehicles and clear them of rubbish. 	1
Gardening	<ul style="list-style-type: none"> Regularly prune trees Ensure that the fall of the ground to the perimeter of the building falls away from the building. Remove debris from around subfloor vents. 	1-2 months
	Avoid	
	<ul style="list-style-type: none"> Planting trees near buildings. Allowing vehicles to park adjacent to buildings. 	

10. URGENT MAINTENANCE

Building Element	Inspect for	When (Year)
Generally	<ul style="list-style-type: none"> Blocked or broken stormwater and sewer lines that require cleaning or repair. Clearing of blocked gutters and downpipes. Broken water service or leaking faucets and toilet cisterns. Damaged or defective light fittings and switches. Failed incandescent light bulbs or fluorescent tubes. Replace incandescent lights with energy efficient lights. Storm damage to grounds or building fabric. Vandalism or break and enter damage to windows and doors. Broken or defective locks and latches, replacement of keys or lock cylinders. 	As they occur
	Caution	
	<ul style="list-style-type: none"> Identify responsibility for repair costs. Generally, the street side of service meters is the responsibility of the supplier. The lessor or lessee is responsible for building side. Are repair costs claimable against insurance? Have the appropriate authorities been advised? 	

11. ESSENTIAL SAFETY MEASURES

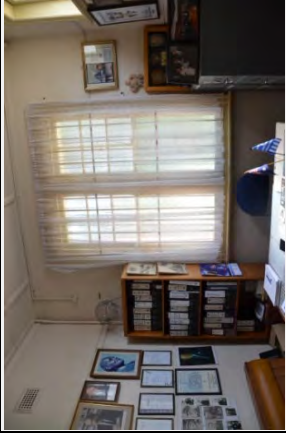
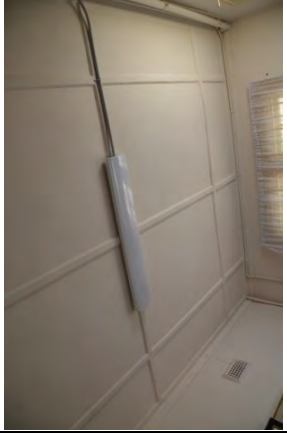

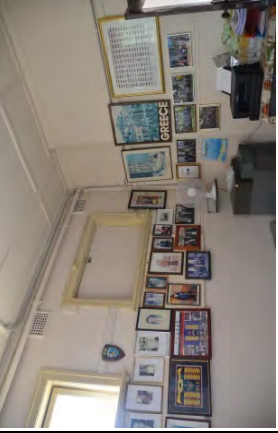
Building Element	Requirements	When (Year)
Essential Safety Measures	<p>The Building Regulations 2018 require the building owner of Public Buildings (Class IX) to maintain essential safety measures so that they operate satisfactorily. The owner must prepare an annual essential safety measures report and must also keep records of maintenance checks, safety measures and repair work so they can be inspected by a municipal building surveyor or chief officer of the fire brigade.</p> <p>An agent may be authorised, such as a specialist maintenance contractor to complete the report. Essential safety measures include, but not limited to, the following items:</p> <ul style="list-style-type: none"> • exit doors, • exit signs, • fire extinguishers, • fire detection & alarm systems, • paths of travel to exits, • smoke alarms, etc. <p>Refer to the Building Regulations 2018 for further information. Refer also to AS 1851-2012 (Routine Service of Fire Protection Systems & Equipment).</p>	Ongoing





APPENDIX A



2021 CONDITION SURVEY




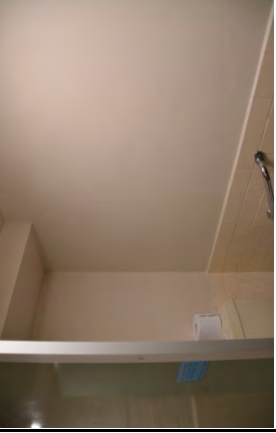
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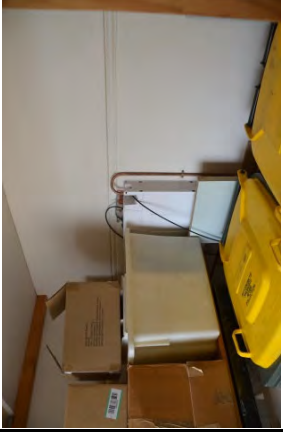

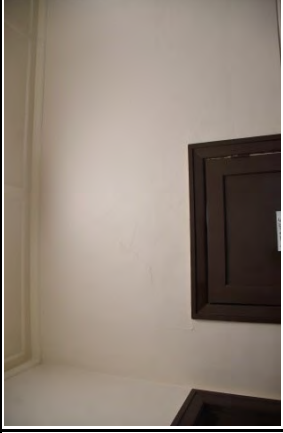
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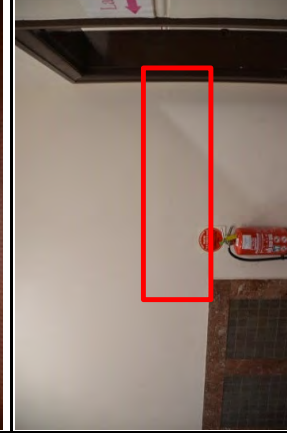

Location Code	Element	Description/Defect Notes	Action	Priority	Image Reference	Revision Date
G.01	General Description	Office Ceiling - Fibrous plaster w/ fibrous plaster straps. Walls - Hard plaster w/ dado and picture rail. Floor - timber with non-original carpet over. Recent lighting upgrade. Windows - timber sash w/ diffused glass and security bars.				___/___/___
G.01	Ceiling	Evidence of water ingress on ceiling. Possibly from kitchen upstairs, no evidence currently.	Monitor. Ensure plumbing in kitchen above (sink, dishwasher, etc.) is water tight.	Medium		___/___/___
G.01	Floor	Moderate fall in floor from door way to outside corner of room. Evidence of significant deterioration of timber stumps in adjacent room.	Restumping required.	Medium		___/___/___
G.01	Window	Non-operable windows. No window winder.	Consider reinstating all windows to match original.	Low		___/___/___





Location Code	Element	Description/Defect Notes	Action	Priority	Image Reference	Revision Date
G.01	Door	Reinforced door appears to be damaged. Possible broken in to previously and repaired.	Redo poor repairs to timber door and jamb to match original. Review door hardware.	Low		___/___/___
G.02	General Description	Entry Ceiling - Fibrous plaster w/ fibrous plaster straps. Walls - Hard plaster w/ alicante marble and tile dado with slate skirt. Floor - timber with Pirelli rubber flooring over. Recent lighting upgrade. Windows - timber. Leadlight window above door.				___/___/___
G.02	Wall	Missing alicante marble tile from dado. Additionally, some alicante tiles are drummy and loose in this area.	If alicante tile is still on hand, restore to match original. Loose tiles to be checked and reglued.	Low		___/___/___
G.02	Floor	Sagging? concrete threshold. Evidence of previous repairs.	Monitor.	Low		___/___/___





Location Code	Element	Description/Defect Notes	Action	Priority	Image Reference	Revision Date
G.02	Ceiling	Movement in landing of stairs above. Evidence of movement of header beam.	Monitor.	Low		___/___/___
G.03	General Description	Storage Ceiling - Fibrous plaster, soffit of stairs above. Walls - Painted brickwork. Floor - concrete. Door - Timber w/ cement sheet inserts				___/___/___
G.03	Floor	Cracking to concrete slab.	Monitor movement. Patch repair to eliminate tripping hazard.	Low		___/___/___
G.03	Wall	Cracking above window. Shrinkage of concrete lintels.	Monitor.	Low		___/___/___


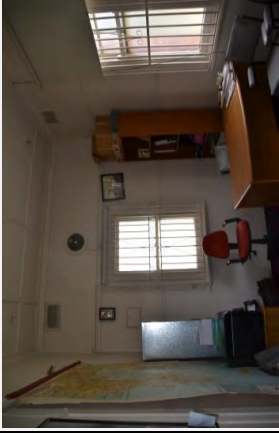

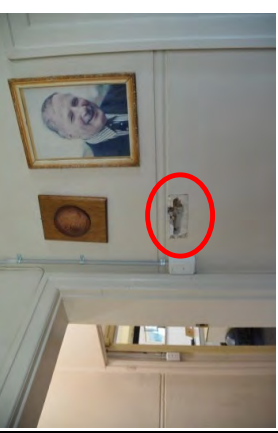
Location Code	Element	Description/Defect Notes	Action	Priority	Image Reference	Revision Date
G.04	General Description	<p>Female Toilets Ceiling - plaster ceiling. Walls - hard plaster with tile dado. Floors - tile floor. Windows - original timber windows. Modern bathroom fit out, non-original.</p>				___/___/___
G.04	Compliance	Low head clearance to door.	Review compliance of WC's generally.	High		___/___/___
G.04	Mechanical	Exhaust fan is disconnected.	Review ventilation in female toilets.	Low		___/___/___
G.04	Wall	Diagonal cracking. Previously patched repaired.	Monitor.	Low		___/___/___

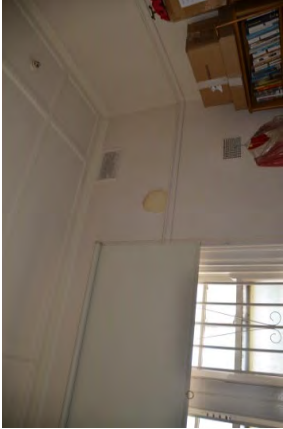


Location Code	Element	Description/Defect Notes	Action	Priority	Image Reference	Revision Date
G.05	General Description	Storage/Rubbish Room Ceiling - fibrous plaster board w/ straps Walls - hard plaster w/ dado detail. Floors - plywood covering original floorboards. vinyl tiles. Doors - timber w/ non original hardware. Windows - timber w/ security bars	Whole area needs reviewing/redesigning.			___/___/___
G.05	Wall	Cistern for Male urinals installed through penetration of original masonry wall.	If refurbishment works take place, consider installing cistern within new stud framing in male toilets. Patch repair brickwork and hard plaster wall to match original.	Low		___/___/___
G.06	General Description	Corridor - Entry to female toilets Ceiling - fibrous plaster board w/ straps Walls - hard plaster w/ dado detail Floors - plywood covering original floorboards. Doors - timber w/ non original hardware. Windows - timber w/ security bar.				___/___/___
G.06	Wall	Drummy hard plaster above door.	Monitor.	Low		___/___/___


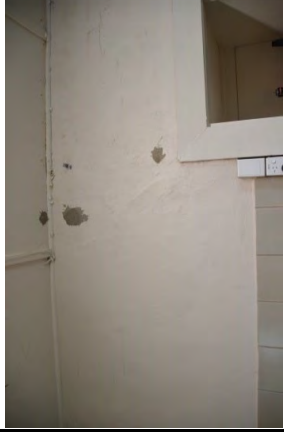

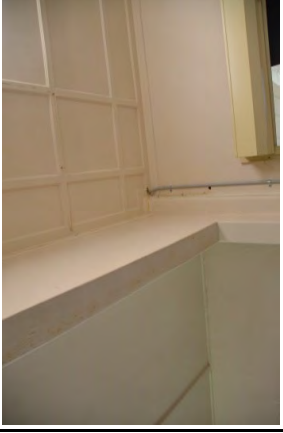
Location Code	Element	Description/Defect Notes	Action	Priority	Image Reference	Revision Date
G.07	General Description	Corridor Ceiling - Fibrous plaster w/ fibrous plaster straps. Walls - Hard plaster w/ alicante marble and tile dado with slate skirt. Floor - timber with Pirelli rubber flooring over (of later date).				___/___/___
G.07	Wall	Non-original tiles to dado (shown left).	Note.	Low		___/___/___
G.07	Wall	Original plaster dado detail has been patched over.	Reinstate plaster dado detail.	Low		___/___/___
G.07	Wall	Non-original infill stud wall with plywood lining. Non-original door frame/ door.	Note.	Low		___/___/___


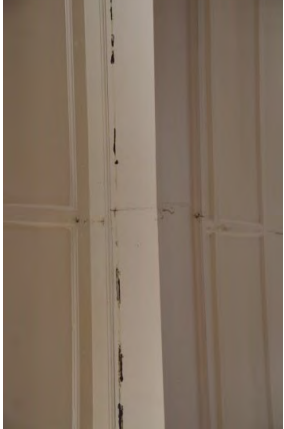

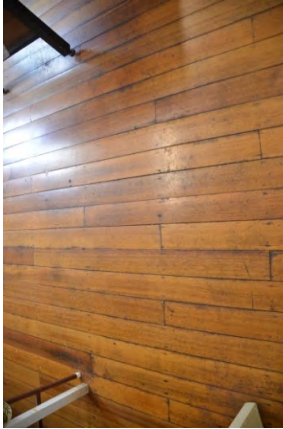
Location Code	Element	Description/Defect Notes	Action	Priority	Image Reference	Revision Date
G.08/G.09	General Description	Male Toilets Ceiling - Fibrous plaster w/ fibrous plaster straps. Walls - Painted brickwork with tile dado. Floor - Tile floor. Window - Timber louvre window and sash window (with diffused glazing). Modern bathroom fit out.				___/___/___
G.08/G.09	Compliance	Pan cubicles undersized. Non-compliant.	Review Males Toilets in general.	Medium		
G.08/G.09	Ceiling	Sagging fibrous plaster ceiling.	Repair sagging fibrous plaster ceiling as required. Ensure stability of all plaster ceiling panels and straps.	Medium		___/___/___
G.10	General Description	Store Ceiling - fibrous plaster w/ fibrous plaster straps. Walls - painted brickwork. Floor - recent vinyl floor. Significantly altered. Non-original arrangement.				___/___/___


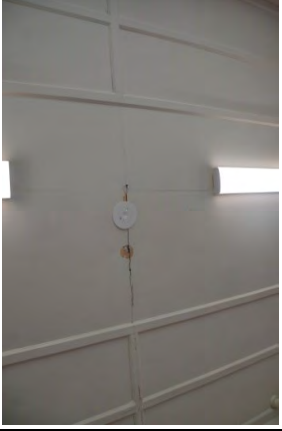
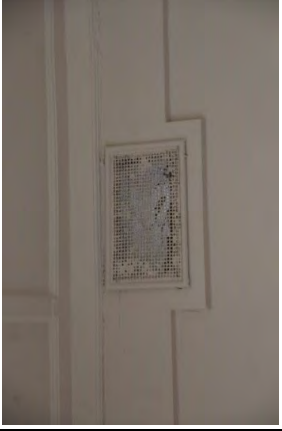
Location Code	Element	Description/Defect Notes	Action	Priority	Image Reference	Revision Date
G.10	Wall	Minor cracking to brick work above door.	Monitor.	Low		___/___/___
G.10	Ceiling	Missing cornice.	Reinstate cornice to match original.	Low		___/___/___
G.10	Floor	Minor undulation in floor. Sound condition.	Monitor. If other subfloor works take place, inspect and restump if required.	Low		___/___/___
G.11	General Description	Corridor Ceiling - fibrous plaster w/ fibrous plaster straps. Walls - hard plaster w/ dado detail and infill light weight infill. Floor - recent vinyl floor. Door - flush panel door and security door of later date. Recent switchboard.				___/___/___


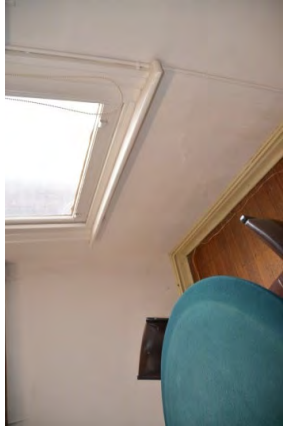
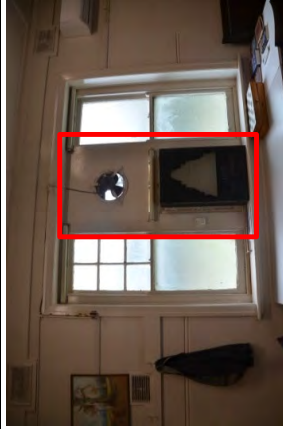

Location Code	Element	Description/Defect Notes	Action	Priority	Image Reference	Revision Date
G.11	Door	Opening has been widened at a later date. Untidy appearance.	Consider reinstating doorway to match original. Timber frame and architrave to match original.	Low		___/___/___
G.12	General Description	Office/ Former Library Ceiling - fibrous plaster w/ fibrous plaster straps. Walls - hard plaster w/ dado and picture rail. Floor - timber with non-original carpet over. Windows - timber sash w/ diffused glass and security bars. Recent lighting upgrade.				___/___/___
G.12	Ceiling	Loose cornice moulds, moderate amount of movement. Evidence of previous repairs. Significant cracks to hard plaster below.	Monitor. Make good cornices.	Low		___/___/___
G.12	Wall	Opening in wall. Possibly location of previous light switch.	Patch repair. Paint to match.	Low		___/___/___




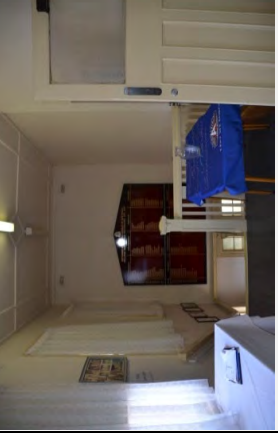
Location Code	Element	Description/Defect Notes	Action	Priority	Image Reference	Revision Date
G.12	Wall	Paint flaking. Possibly related to water ingress from leaking downpipe on exterior wall.	Check downpipe for leaks and seal if required. Monitor wall. Patch repair after water ingress is resolved (Low priority).	High		___/___/___
G.13	General Description	No access.			Not inspected.	___/___/___
G.14	General Description	Kitchen Floor - tile floors. Walls - painted brickwork with recent tiles. Ceiling - canite ceiling. Windows - timber sash.				___/___/___
G.14	Ceiling	Canite ceiling is in poor condition and is not a suitable material for a commercial kitchen ceiling. Assume original fibrous plaster ceiling above.	Remove canite ceiling. Make good original fibrous plaster ceiling above.	Medium		___/___/___

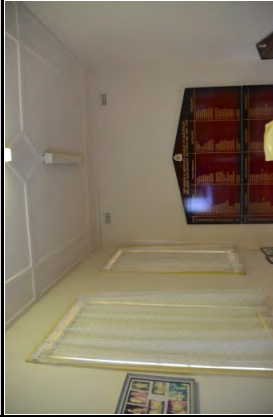



Location Code	Element	Description/Defect Notes	Action	Priority	Image Reference	Revision Date
G.14	Compliance	Stove not entirely under range hood is non-compliant.	Engage a licenced contractor to ensure all cooking facilities are compliant and stove is under rangehood. Health Surveyor to be asked to inspect.	Medium		___/___/___
G.14	Wall	Minor cracking to south wall above door way. Evidence of previously patch repaired.	Monitor.	Low		___/___/___
G.15	General Description	Kitchen Floor - recent vinyl floors. Walls - hard plaster walls. Infill wall w/aluminium roller shutter hatch. Ceiling - fibrous strapped plaster ceiling. Modern kitchen joinery with laminate shelving and benches.				___/___/___
G.15	Wall	Drummy hard plaster north wall.	Monitor.			___/___/___

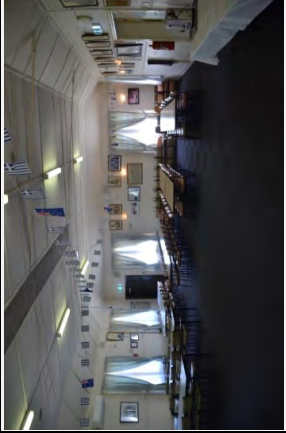
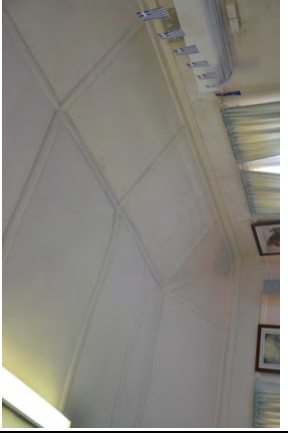
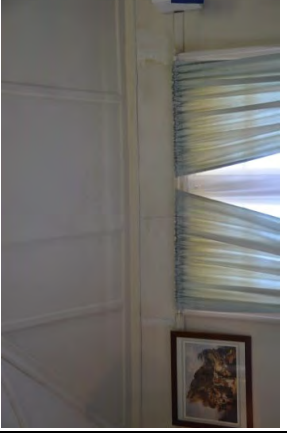
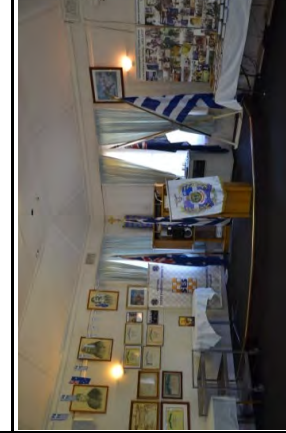
Location Code	Element	Description/Defect Notes	Action	Priority	Image Reference	Revision Date
G.16	General Description	Function Room Floor - original timber floor boards. Walls - hard plaster walls. Windows - timber sash windows, low level windows at landing. Ceiling - fibrous strapped plaster ceiling.				___/___/___
G.16	Ceiling	Cracking noted in timber which encases steel beam. Inspected by structural engineer. Refer to report prepared by Mark Hodgkinson dated 18th June 2021: <i>The cracking in the ground floor ceiling identified by Andronas' report appears to be cracking from the floor level and is actually where a pre-existing surface mounted conduit has been removed.</i>	Patch and paint to match existing ceiling.	Low		___/___/___
G.16	Structural	Significant deterioration of timber stump near inspection opening. Assume similar deterioration to all timber stumps.	Restumping required.	High		
G.16	Floor	Timber floorboards showing signs of cupping. Corrosion staining evident from nails. Gaps opening up between floorboards.	As restumping is required, the timber floor will need to be removed, treated and relayed. Floor to be refixed with galvanised nails. Where gaps remain, caulk to seal.	Low		___/___/___


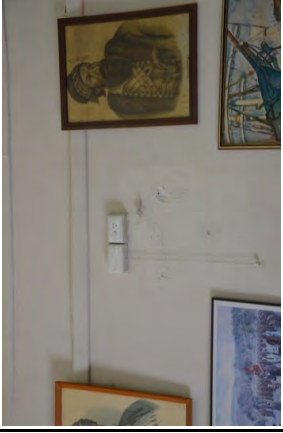
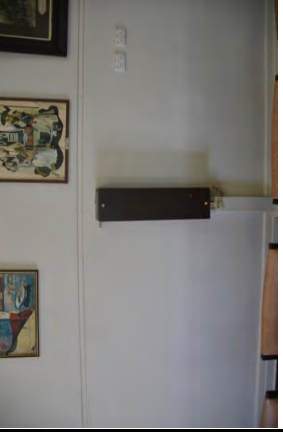

Location Code	Element	Description/Defect Notes	Action	Priority	Image Reference	Revision Date
G.16	Compliance	Due to recent A/C upgrades, the gas heater should be removed as it is probably non-compliant.	Remove gas heater and reinstate fire place. Chimney could be blocked to prevent drafts (decommissioned).	High		___/___/___
G.16	Ceiling	Cracking to ceiling. Inspected by structural engineer. Refer to report prepared by Mark Hodgkinson dated 18th June 2021: <i>The cracking in the ground floor ceiling identified by Andronas' report appears to be cracking from the floor level and is actually where a pre-existing surface mounted conduit has been removed.</i>	Patch and paint to match existing ceiling.	Low		___/___/___
G.16	Wall	Vents have been poorly painted.	Strip and repaint vent.	Low		___/___/___

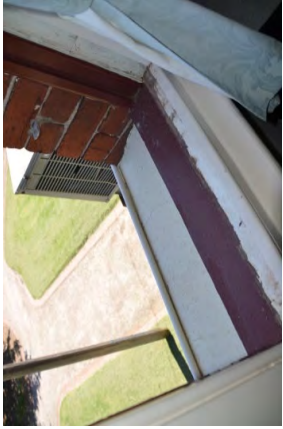


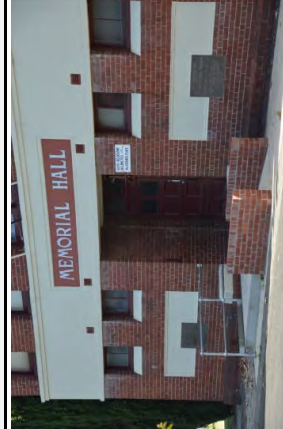
Location Code	Element	Description/Defect Notes	Action	Priority	Image Reference	Revision Date
G.16	Ceiling	Previous paint scheme where previous fitting was located.	Patch and paint to match existing ceiling.	Low		___/___/___
G.16	Wall	Drummy hard plaster in the majority of this space.	Monitor drummy hard plaster.	Low		___/___/___
G.16	Mechanical	Ventilation of a later date. Why was it installed?	Review ventilation/ heating/ cooling. Reinstate window to match original?	Low		___/___/___
G.16	Wall	Diagonal crack coming down west side of north wall. Outline of filled in original door.	Monitor. Consider reinstating original door opening.	Low		___/___/___

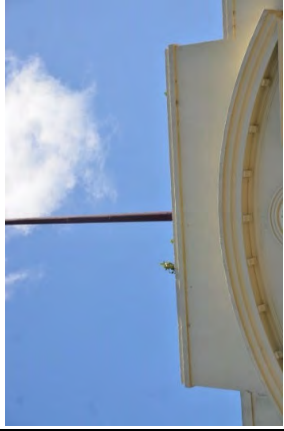
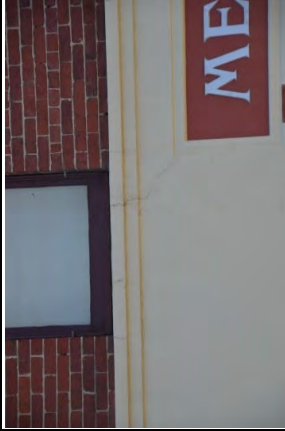


Location Code	Element	Description/Defect Notes	Action	Priority	Image Reference	Revision Date
1.01	General Description	<p>Stairs Original timber stairs and balustrade. Floor - Pirelli rubber flooring on treads. Aluminium nosing. Walls - plasterboard, direct stick on masonry walls. Windows - timber sash windows, low level windows at landing. Ceiling - fibrous strapped plaster ceiling.</p>				___/___/___
1.01	Floor	<p>Slight movement to treads in general. Significant movement in localised areas.</p>	Wedge and re-wedge treads.	Medium		___/___/___
1.01	Compliance	<p>Lower windows to landing are a public liability risk and are non-compliant.</p>	Provide balustrade/barrier between stair landing and window to prevent fall. Balustrade openings to be a minimum of 125mm.	High		___/___/___
1.02	General Description	<p>Landing Floor - recent vinyl flooring. Walls - Plasterboard, direct stick on masonry walls. Windows - timber sash windows. Ceiling - Fibrous strapped plaster ceiling.</p>				___/___/___





Location Code	Element	Description/Defect Notes	Action	Priority	Image Reference	Revision Date
1.02	Wall	Wall has been relined in plasterboard. Possibly due to falling damp. There is a risk that falling/penetrating damp may have impacted on the recent lining battens and fixings. Possible mould growth and/or efflorescence inside the cavity.	Monitor. Do we need to investigate?	Medium		___/___/___
1.02	Compliance	Dead lock to door is non-compliant. A clear path of egress is required in case of an emergency.	Remove deadlock. Door to be unlockable from the inside in the event of an emergency.	High		___/___/___
1.03	General Description	Kitchen Floor - Recent vinyl flooring. Walls - Plasterboard, direct stick on masonry walls. Windows - Timber sash windows. Ceiling - Fibrous strapped plaster ceiling. Non-original kitchen with hardwood veneer finish. In poor condition.				___/___/___
1.03	Floor	Dishwasher possibly contributing to ceiling damage downstairs.	Dishwasher to be checked for leaks.	Low		___/___/___





Location Code	Element	Description/Defect Notes	Action	Priority	Image Reference	Revision Date
1.04	General Description	Function Room <i>Floor - Recent carpet tiles. Walls - Hard plaster walls. Windows - Timber sash windows. Ceiling - Fibrous strapped plaster ceiling.</i>				___/___/___
1.04	Ceiling	Sagging of fibrous plaster ceiling significant in localised areas. It was noted that a piece of fibrous plaster ceiling fell recently.	Localised repair of fibrous plaster ceiling required. Ensure stability of all plaster ceiling panels and straps.	High		___/___/___
1.04	Wall	Minor cracking above window on east wall, possibly due to movement of concrete lintel. Looks to be significantly repaired in the past.	Monitor cracking. If cracks become more significant, install tell-tales to monitor movement and consult with Structural Engineer. Update: Defect generally inspected by structural engineer. Refer to report prepared by Mark Hodgkinson dated 18th June 2021 - 3.4 <i>Internal Brickwork Wall</i>	Low		___/___/___
1.04	Compliance	Step to stage is non-compliant (too high)	Consider lowering stage height.	Low		___/___/___




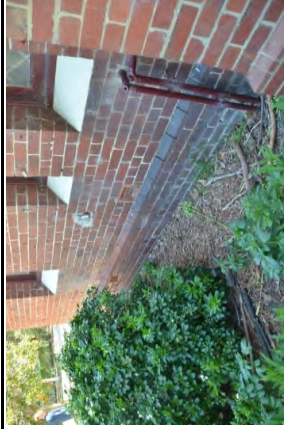
Location Code	Element	Description/Defect Notes	Action	Priority	Image Reference	Revision Date
1.04	Door	Emergency egress is non-compliant. Door is fixed in closed position and difficult to open.	Update emergency egress door to be compliant with National Construction Code. Emergency exit signs to be reviewed. Egress to be re-evaluated by Building Surveyor. Possibly reinstate original egress door and stairs if required.	Urgent		___/___/___
1.04	Wall	Patch repairs to wall are of poor workmanship.	Patch repair.	Low		___/___/___
1.04	Telecommunication	Telecommunications services in inconvenient location. Is it still required?	Remove redundant services.	Low		___/___/___
1.04	Ceiling	Fair amount of crazing. The probable movement of the ceiling could be due to mechanical movement as a result of workman, presence of moisture and/or potential buffeting of air pressure from windows, doors etc. Therefore pushing and pulling the plaster ceiling lining.	Further investigation required.	Low		___/___/___





Location Code	Element	Description/Defect Notes	Action	Priority	Image Reference	Revision Date
1.04	Window	Windows in ok condition. Some windows appeared to be painted over, therefore windows were difficult to open.	General servicing of all windows required. All sills to be checked for decay from exterior. Update: Defect generally inspected by structural engineer. Refer to report prepared by Mark Hodgkinson dated 18th June 2021 - 4.5 First Floor Window.	Low		___/___/___
1.04	Wall	General drumminess to hard plaster walls.	Monitor.	Low		___/___/___
East Elevation	General Description	East Elevation (Front Façade) <i>Red face brick with render dressings, nine-over-one sash windows, elongated eaves modillions, and segmental broken-bed pediment above the entrance.</i>				___/___/___
East Elevation	Compliance	Recent upgrade to front step and ramp is non-compliant.	Install hand rails, tactile indicators and luminant nosing strips to DDA requirements.	High		___/___/___

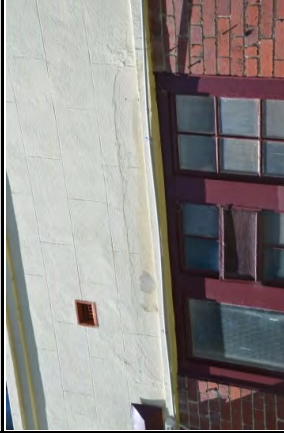



Location Code	Element	Description/Defect Notes	Action	Priority	Image Reference	Revision Date
East Elevation	Wall	Vegetation growing from parapet in localised areas. Ongoing vegetation growth to masonry will result in loss of pointing, loose brickwork and/or water ingress in to building. Condition of flagpole unknown (inaccessible).	Remove vegetation. Treat with biocide. Coping to be reviewed as there would be cracking and/or crazing, possible flashing required. Check flagpole for decay, secure fixings and repaint.	Medium		___/___/___
East Elevation	Wall	Minor cracking to front façade is evident around larger apertures (doors and windows). Possibly due to differential movement of the building over time.	Monitor cracking. Update: Defect generally inspected by structural engineer. Refer to report prepared by Mark Hodkinson dated 18th June 2021 - 3.5 External Brickwork Walls	High		___/___/___
East Elevation	Wall	Redundant ferrous fixings damaging brickwork.	Remove ferrous fixings and patch repair brickwork. Plug holes with lime mortar. Non-ferrous fixings to be used only.	Low		___/___/___
East Elevation	Wall	Significant loss of mortar around windows. Possibly due to falling damp from box gutter behind parapet. Note larger/open perpendes.	Inspect box gutter for leaks and repair if required. Repoint brickwork once water ingress has been addressed.	High		___/___/___

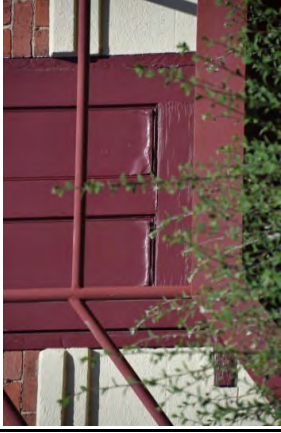


Location Code	Element	Description/Defect Notes	Action	Priority	Image Reference	Revision Date
East Elevation	Wall	Brickwork perpends cracked and opening up.	Repoint. As the perpends are narrow, ensure an adequate amount of mortar is applied to fill entire gap.	Low		___/___/___
East Elevation	Wall	Loss of mortar to plinth indicates rising damp is breaching the damp proof course. This could also be contributing to moisture to sub floor.	Provide additional subfloor ventilation to allow adequate airflow to subfloor. Once subfloor moisture issues have been addressed, repoint plinth ensuring DPC's are not breached and monitor.	Low		___/___/___
East Elevation	Wall	Brick vent adjacent to sump could contribute to water ingress into building. Water staining on brickwork below could indicate eaves gutter/rainhead is leaking/overflowing.	Check downpipe and rainhead for leaks and/or blockages. Re-arrange rainhead if required to prevent water ingress through brick vent.	Low		___/___/___
East Elevation	Roof Plumbing	Downpipes showing signs of corrosion.	Treat or make good all downpipes for corrosion and repaint.	Low		___/___/___

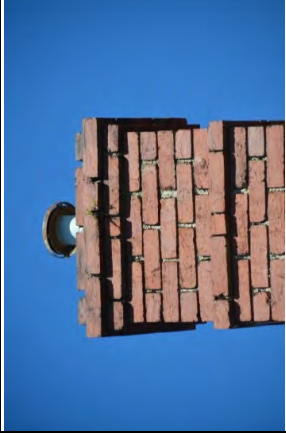


Location Code	Element	Description/Defect Notes	Action	Priority	Image Reference	Revision Date
East Elevation	Window	Gap between window frames and brickwork cavity. Possibly letting water in to brickwork cavity.	Renew mortar fillet/bead to window surround.	Medium		___/___/___
East Elevation	Roof	Gap between soffit and building. Loss of timber bead. Evidence of birds roosting in roof.	Install and paint new timber bead to match original.	Low		___/___/___
East Elevation	Wall	Concrete lintels cracking. This is possibly due to expansion and contraction of concrete lintels.	Monitor. Consult Structural Engineer if cracking becomes more significant. Update: Defect generally inspected by structural engineer. Refer to report prepared by Mark Hodkinson dated 18th June 2021 - 3.5 External Brickwork Walls.	Low		___/___/___
East Elevation	Wall	Inadequate subfloor ventilation. This will be contributing to moisture/damp issues in the timber subfloor.	Provide additional subfloor vents to improve subfloor ventilation.	High		___/___/___


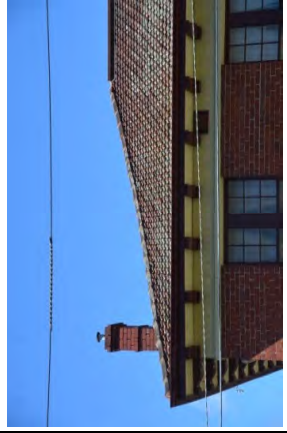
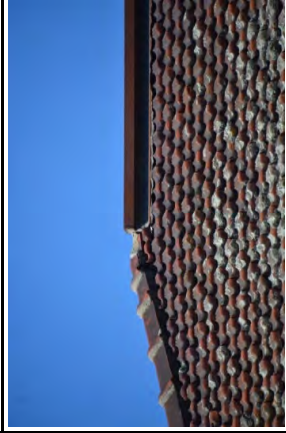
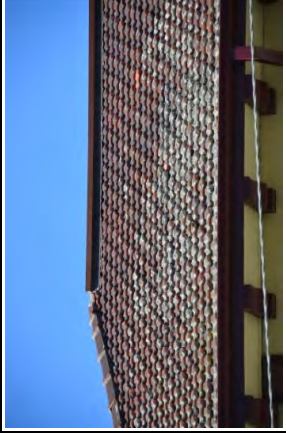
Location Code	Element	Description/Defect Notes	Action	Priority	Image Reference	Revision Date
South Elevation	General Description	South Elevation <i>Red face brick with render dressings, six-over-one sash windows, and elongated eaves modillions. Filled in original egress door. Location of original egress staircase.</i>				___/___/___
South Elevation	Window	Broken glass louvres.	Replace broken louvres. Also, possibly insect screen inside may need renewing. Do the louvres require protection from vandalism/ breakages?	Medium		___/___/___
South Elevation	Wall	Gap between opening and vent.	Seal between opening and vent. Ensure all penetrations in masonry wall are properly sealed.	Low		___/___/___
South Elevation	Wall	Loss of mortar to plinth indicates rising damp is breaching the damp proof course. This would also be contributing to moisture to sub floor.	Provide additional subfloor ventilation to allow adequate airflow to subfloor. Once subfloor moisture issues have been addressed, repoint plinth and monitor. May need to pull garden bed back away from building. Ground to fall away from building.	Low		___/___/___

Location Code	Element	Description/Defect Notes	Action	Priority	Image Reference	Revision Date
South Elevation	Wall	Filled in original opening.	Note: egress may need to be reviewed. Consider reinstatement of original staircase and door. Consult Building Surveyor.	Low		___/___/___
West Elevation	General Description	West Elevation <i>Red face brick with render dressings, nine-over-one sash windows, and elongated eaves modillions. Numerous services fixed to the building.</i>				___/___/___
West Elevation	Wall	Garden bed adjacent to building could contribute to moisture issues in subfloor.	Remove garden bed/ pull away from building.	Low		___/___/___
West Elevation	Wall	Service reticulation to be addressed. General appears untidy.	Review of service reticulation required. Ensure penetrations in masonry wall are properly sealed. All pipes and wiring reticulation to be reviewed and tidied up.	Low		___/___/___

Location Code	Element	Description/Defect Notes	Action	Priority	Image Reference	Revision Date
West Elevation	Wall	Evidence of differential movement above window. Previously patched repaired.	Monitor.	Low		___/___/___
West Elevation	Ceiling	Corbel and soffit appears detached from wall. Indicating significant spreading of truss.	Further investigation of the roof structure required. Consult with Structural Engineer. Structural Engineer to determine if this is a problem or not. Update: Defect generally inspected by structural engineer. Refer to report prepared by Mark Hodkinson dated 18th June 2021 - 3.6 <i>Western Façade Corbels</i> .	High		___/___/___
West Elevation	Roof Plumbing	Oxidisation to underside of gutter indicates water collecting in gutter & corroding guttering.	Adjust eaves gutter to ensure adequate fall to outlets. Renew all guttering and other roof plumbing.	High		___/___/___
North Elevation	General Description	North Elevation <i>Red face brick with render dressings, six-over-one sash windows, and elongated eaves modillions. Non-original metal egress staircase.</i>				

Location Code	Element	Description/Defect Notes	Action	Priority	Image Reference	Revision Date
North Elevation	Door	Significant deterioration of emergency exit door.	Refurbish door and paint to match original.	Medium		___/___/___
North Elevation	Roof Plumbing	Sagging eaves gutter. It appears low point of gutter is not where downpipe is.	Adjust eaves gutter to provide adequate fall to outlet/downpipe. Review roof plumbing.	High		___/___/___
North Elevation	Wall	Brickwork opening up above emergency exit door. Loss of pointing to brickwork. Opening could contribute to water ingress.	Caulk opening to prevent water ingress. A flexible caulking will allow for movement.	Medium		___/___/___

Location Code	Element	Description/Defect Notes	Action	Priority	Image Reference	Revision Date
North Elevation	Roof	<p>Significant loss of mortar to chimney brickwork. A few bricks appear to be loose and are a public liability risk.</p> <p>Update: The chimney was inspected by a Structural Engineer (inspection report dated 18/06/21) - <i>The mortar at the top of the brickwork chimney stack has fretted and the mortar capping has weathered and is in poor condition. A brick was missing from the southern side of the top of the stack and a loose brick was removed from the northern side of the stack during the inspection.</i></p>	<p>Remediate the top of the northern chimney stack by repointing the mortar and relaying the brickwork capping and mortar (as recommended by Structural Engineer).</p>	Urgent		___/___/___
North Elevation	Wall	<p>Vents missing straps.</p>	<p>Repair straps.</p>	Low		___/___/___
North Elevation	Wall	<p>Leaves are blocking subfloor ventilation. Additionally, the height of the garden bed could be contributing to moisture issues in the timber subfloor.</p>	<p>Lower the height of the garden bed in this area. Ensure ground falls away from building.</p>	High		___/___/___

Location Code	Element	Description/Defect Notes	Action	Priority	Image Reference	Revision Date
Roof	General Description	Terracotta roof tiles w/colorbond eaves gutters. Metal ridge vent.				___/___/___
Roof	Roof	Hip appears to be bowing slightly. Possibly related to spreading trusses.	Further investigation of the roof structure required. Consult with Structural Engineer. Structural Engineer to determine if this is a problem or not. Update: Roof structure inspected by structural engineer. Refer to report prepared by Mark Hodgkinson dated 18th June 2021 - 3.1 Roof Structure	High		___/___/___
Roof	Roof	Ridge and hip intersection is a bit cumbersome.	Closer inspection required. Flash intersection to ensure water tight.	Medium		___/___/___
Roof	Roof	Tiles have a moderate amount of lichen which will be releasing organic acids, this accelerates corrosion of roof gutters.	Ongoing issue. Monitor guttering for corrosion. As it is suspected that current guttering will require renewing due to corrosion.	Low		___/___/___

Location Code	Element	Description/Defect Notes	Action	Priority	Image Reference	Revision Date
Roof	Roof	Roof inspected by structural engineer - <i>There are terracotta tiles missing from below the hip cappings, above the gutters.</i>	Replace missing tiles.	High	Refer to structural engineers inspection report for photo.	
Roof	Roof	Roof inspected by structural engineer - <i>A loose timber corbel was removed from the southern end of the northern end of the eastern façade. It was apparent that the corbel had been modified to suit the rain water head.</i>	Reinstate timber corbel.	Low	Refer to structural engineers inspection report for photo.	
Roof	Roof	Roof inspected by structural engineer - <i>There is extensive dry rot in the fascia joint at the eastern end of the northern façade.</i>	Treat and patch repair.	Medium	Refer to structural engineers inspection report for photo.	
Roof	Roof	Roof inspected by structural engineer - <i>The mortar pointing is missing from some of the terracotta hip capping joints.</i>	Repoint hip capping.	Medium	Refer to structural engineers inspection report for photo.	

APPENDIX B
ARCHITECTURAL DRAWINGS

DATED 12/08/2021
PAGES A.00 TO A.03 INCLUSIVE

PREPARED BY ANDRONAS CONSERVATION ARCHITECTURE

address

MEMORIAL HALL

14A FERRARS PLACE, SOUTH MELBOURNE, VIC 3205

project

CONDITION SURVEY DRAWINGS

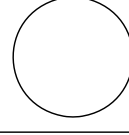
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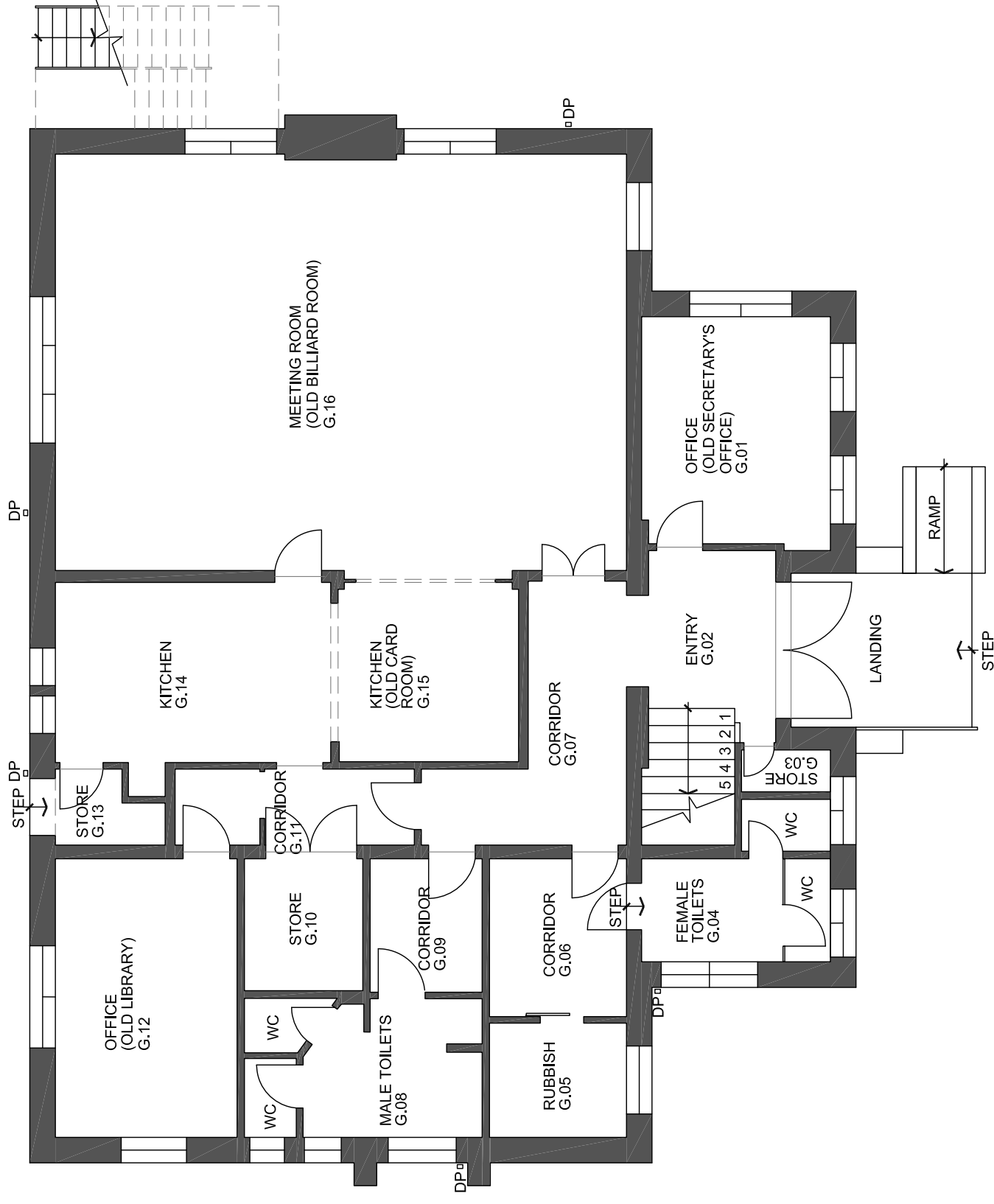
CONSERVATION MANAGEMENT PLAN

BASE DRAWINGS

DWG No	SCALE	TITLE
A.00	N/A	TITLE SHEET & CONTENTS
A.01	1:100 @ A3	EXISTING GROUND FLOOR PLAN
A.02	1:100 @ A3	EXISTING FIRST FLOOR PLAN
A.03	1:100 @ A3	EXISTING ROOF PLAN

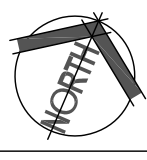
DRAWINGS NOTE:
DRAWINGS ARE INDICATIVE ONLY AND ARE NOT BASED ON SITE MEASUREMENTS.

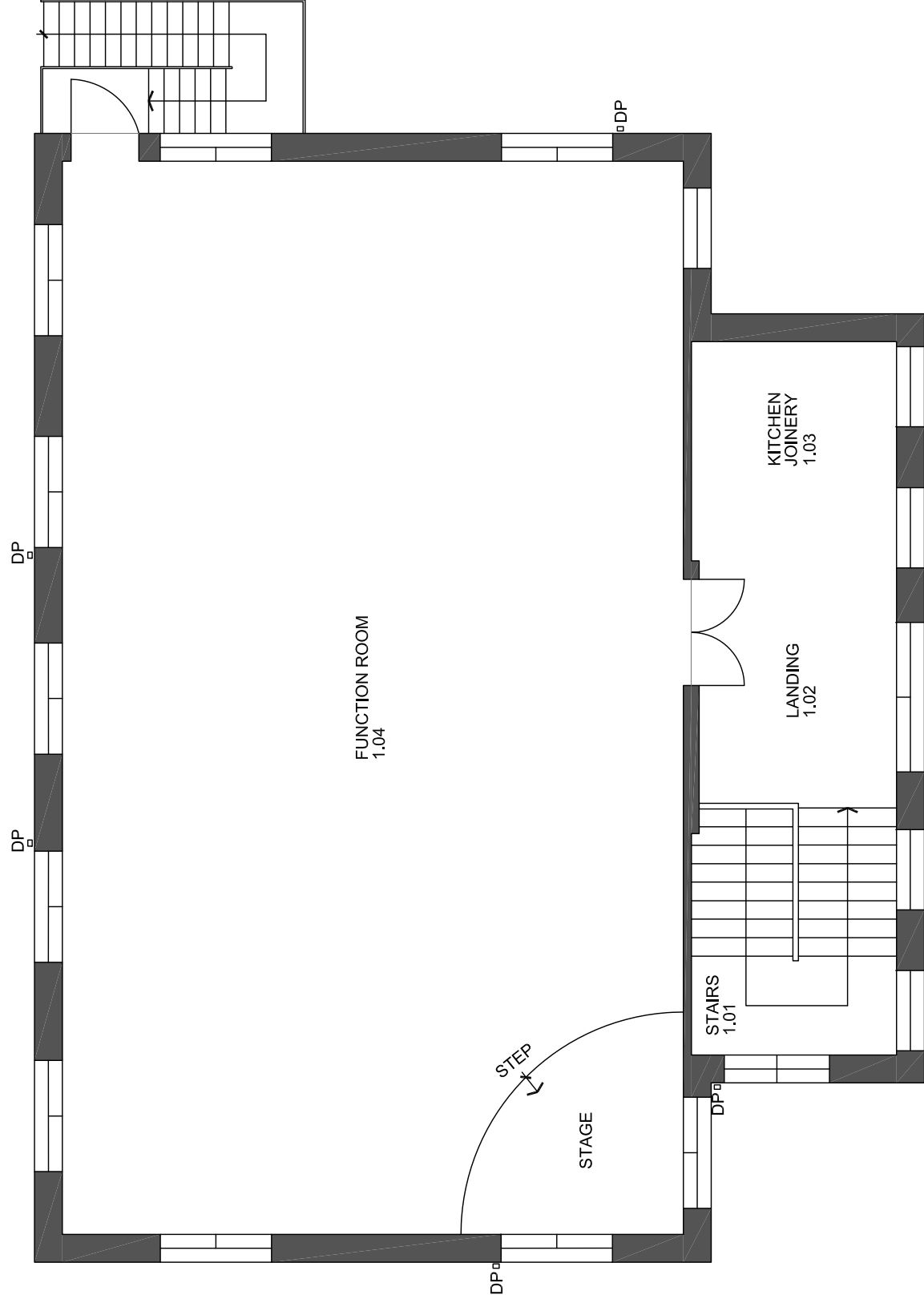




01 - GROUND FLOOR PLAN

DRAWINGS NOTE:
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DRAWINGS NOTE:
 DRAWINGS ARE INDICATIVE ONLY AND ARE NOT BASED ON SITE MEASUREMENTS.

01 - FIRST FLOOR PLAN

REVISIONS:	REVISION
No	DATE

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PROJECT:
**CONDITION SURVEY
 DRAWINGS**

FOR:
MEMORIAL HALL
 14A FERRARS PLACE
 SOUTH MELBOURNE, VIC 3205

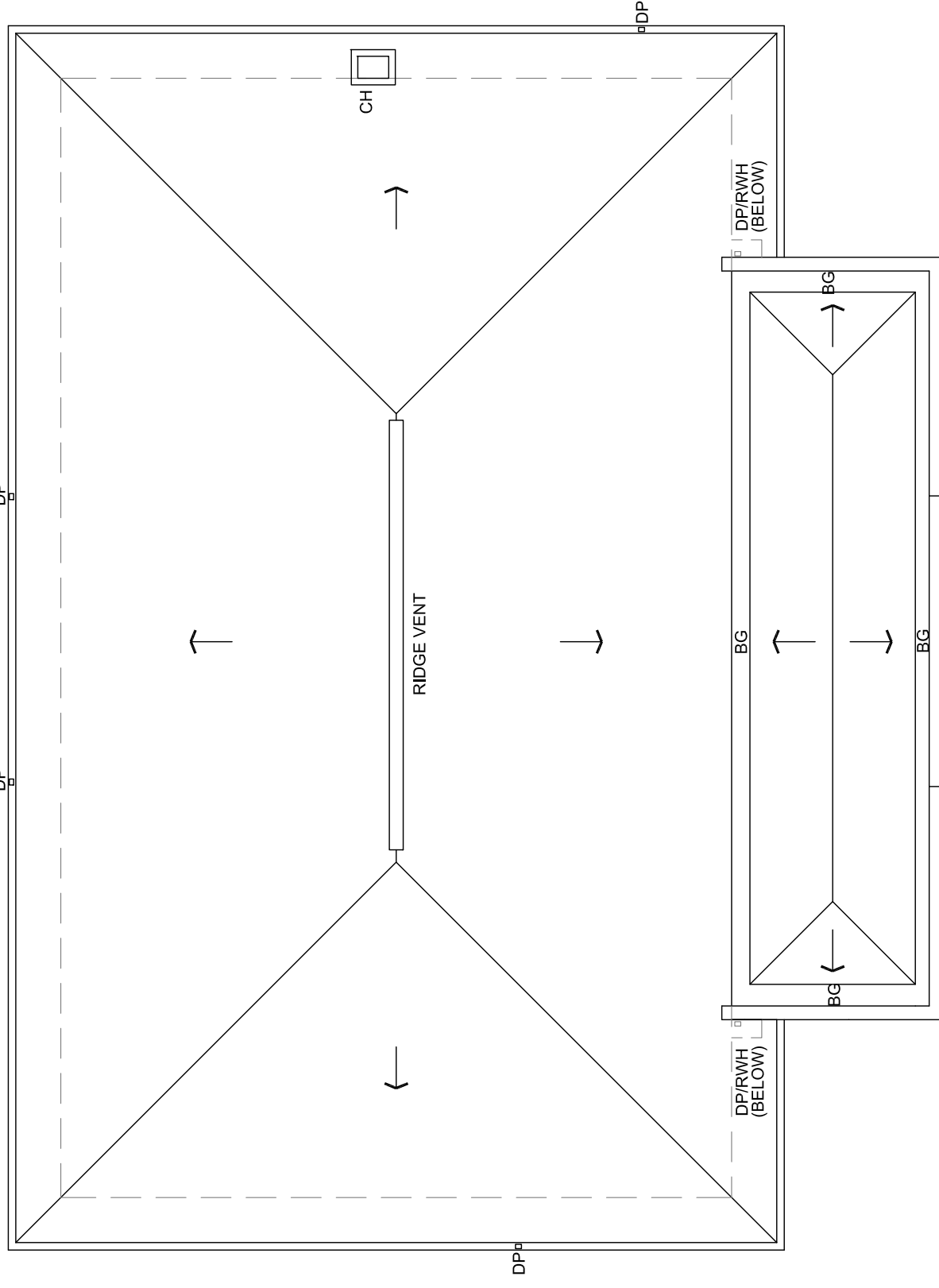
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 JOB NO.: 358

JOB DATE: LP
 PLOT DATE: 06/03/2020
 DRAWN BY: AA
 CHECKED BY: AA

DRAWING TITLE:
ROOF PLAN

DRAWING NO.
A.02
 REVISION:





ROOF LEGEND:
 DP - DOWNPIPE
 BG - BOX GUTTER
 RWH - RAINWATER HEAD
 CH - CHIMNEY

DRAWINGS NOTE:
 DRAWINGS ARE INDICATIVE ONLY AND ARE NOT BASED ON SITE MEASUREMENTS.

01 ROOF PLAN
 SCALE 1:100 @ A3

REVISIONS:	DATE	REVISION
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PROJECT:
CONDITION SURVEY DRAWINGS

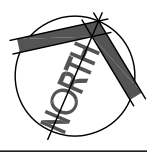
FOR:
MEMORIAL HALL
 14A FERRARS PLACE
 SOUTH MELBOURNE, VIC 3205

SCALE: 1:100 @ A3
 JOB NO.: 358

JOB DATE: LP
 PLOT DATE: 08/02/2021
 DRAWN BY: LP
 CHECKED BY: AA

DRAWING TITLE:
EXISTING ROOF PLAN

DRAWING NO.
A.03
 REVISION:



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APPENDIX C
STRUCTURAL ENGINEER INSPECTION REPORT

DATED 18/06/2021
PAGES 1 TO 34 INCLUSIVE

PREPARED BY MARK HODKINSON PTY LTD



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6 2 4 R a t h d o w n e S t r e e t N o r t h C a r l t o n 3 0 5 4
T e l e p h o n e + 6 1 3 9 3 8 1 1 2 3 9 F a c s i m i l e + 6 1 3 9 3 8 1 1 2 3 8
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M A R K H O D K I N S O N P T Y L T D
C o n s u l t i n g S t r u c t u r a l E n g i n e e r s

Inspection of Memorial Hall

14A Ferras Place

South Melbourne



Prepared by

Mark Hodkinson Pty Ltd

18th June 2021

M a r k H o d k i n s o n P t y L t d A C N 0 5 2 9 5 9 9 1 2
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Mr Mostafa Ghafouri Dastjerdi

City of Port Phillip
99a Carlisle Street
St Kilda 3182

Dear Mostafa,

**Re : *Inspection of Memorial Hall Building*
14A Ferras Place
*South Melbourne***

We are writing to report on our structural engineering inspection of the Memorial Hall building at 14A Ferras Place, South Melbourne.

1 Introduction

The Memorial Hall is a two storey brickwork building located within the Anzac Gardens off Ferras Place and the Foundation Stone of the building was laid in 1924. Refer to Photographs 1 to 6 Appendix A for views of the four façades and the first floor of the building.

2 Brief

From your brief we understand that the following areas of the building identified in Andronas Conservation Architecture's report were to be inspected :-

- The roof structures, were readily accessible from the ceiling spaces (page 27)
- The north elevation chimney (page 26)
- The cracking in the Ground Floor ceiling (item G.16 page 13)
- The internal brickwork wall (item 1.04 page 17)
- The external brickwork walls.
- The west elevation corbel and soffit (page 24)



3 Inspections

The exterior of the building was inspected from a knuckle-boom EWP provided by Council and the roof space was inspected via a new opening that was created in the fibrous plaster ceiling.

Our inspection of the building revealed the following :-

3.1 Roof Structure

The main first floor roof structure is well constructed with timber trusses with steel connection plates, underpurlins, struts, rafters, ventilator framing, etc, that are a mix of Douglas Fir and Australian Hardwoods. The bottom chords of the trusses support the horizontal section of the vaulted ceiling and the top chords of the trusses extend down to the external brickwork walls and support the sloping section of the vaulted ceiling. Refer to Photographs 7 to 9 Appendix A

It would seem that the rafters that bear on the eastern and western walls of the ventilator shaft that runs along the north / south ridge of the roof may have moved down the roof slope at some time as the waling plate does not rest on the studwork birdsmouths. Refer to Photograph 10 Appendix A

It would seem that steel tie rods have been retrofitted between the top chords, below the flat ceiling in order to prevent horizontal 'spread' of the top chords. Refer to Photograph 11 Appendix A

The ceiling joists are supported from waling plates that have been fixed to the sides of the trusses and the ceiling joists have been notched over the waling plate. This common detail can be problematic as the joint can crack if the ceiling joist is overloaded. Refer to Photographs 12 and 13 Appendix A

3.2 Northern Chimney

The mortar at the top of the brickwork chimney stack has fretted and the mortar capping has weathered and is in poor condition. A brick was missing from the southern side of the top of the stack and a loose brick was removed from the northern side of the stack during the inspection. Refer to Photographs 14 and 15 Appendix A

3.3 Cracking in the Ground Floor Ceiling

The cracking in the ground floor ceiling identified by Andronas' report appears to be cracking from the floor level and is actually where a pre-existing surface mounted conduit has been removed.



3.4 Internal Brickwork Wall

The cracking in the concrete lintels in the external walls has been caused by differential movement between the brickwork and the concrete, ie long term expansion of the brickwork via brick growth, and long term shrinkage of the concrete. It is also possible that some 'concrete cancer' may be present in some of the concrete lintels, that is corrosion and expansion of the lintel rebar and consequent cracking of the concrete as a result of carbonation of the concrete, poor quality concrete, and/or inadequate reinforcement cover. Refer to Photograph 16 Appendix A.

3.5 External Brickwork Walls

The external brickwork walls appear to be constructed of an external skin of double bonded brickwork, a cavity and then an internal single skin of brickwork. Whilst the external brickwork walls appear to be in very good condition it is possible that the wire wall ties that tie the internal and external skins together may have corroded, given the proximity of the building to Port Phillip Bay.

3.6 Western Façade Corbels

The timber corbels and lining board eaves along the western façade are securely fixed to the underside of the timber eave framing. At more-or-less the mid-length of the wall there is a ~ 30 mm gap between the scotia moulding, the ends of the corbels, and the face of the wall, and the gap diminishes towards the northern and southern ends of the western façade. The cause of the movement is spread of the top chords of the roof trusses discussed above. Refer to Photographs 17 and 20 Appendix A

4 Further Inspections

During our inspection of the above areas we observed the following :-

4.1 First Floor Ceiling

The fibrous plaster first floor ceiling is generally in poor condition and the timber cover straps have become dislodged and deflected at some locations. Refer to Photograph 21 Appendix A. Normally fibrous plaster ceilings are nailed to the ceiling battens and then plaster 'scrim' is installed above the battens to support the mass of the fibrous plaster in the long term, as without the scrim the nails can pull-out from the battens. As there is no scrim above the battens it is probable that the timber cover straps have been relied upon to support the plaster where they have been installed, and that the nails have been relied upon to support the plaster in between the cover straps.



4.2 Terracotta Hip Cappings

The mortar pointing is missing from some of the terracotta hip capping joints. Refer to Photograph 22 Appendix A.

4.3 Fascia Dry Rot

There is extensive dry rot in the fascia joint at the eastern end of the northern façade. Refer to Photograph 23 Appendix A.

4.4 Loose Timber Corbel

A loose timber corbel was removed from the southern end of the northern end of the eastern façade. It was apparent that the corbel had been modified to suit the rain water head. Refer to Photograph 24 Appendix A.

4.5 First Floor Window

There was dry rot in the sill and frame of the window at the northern end of the eastern façade. Refer to Photograph 25 Appendix A.

4.6 Missing Terracotta Tiles

There are terracotta tiles missing from below the hip cappings, above the gutters. Refer to Photograph 26 Appendix A.

5 Discussion and Recommendations

Our inspection of the building revealed that whilst in general the building is in good structural condition there are a number of apparent and possibly hidden structural issues and we would therefore recommend the following :-

- Remediate the first floor ceiling joist connection at the waling plates by installing metal straps to hang the ceiling joists.
- Remediate the top of the northern chimney stack by repointing the mortar and relaying the brickwork capping and mortar.
- Inspect the concrete lintels for concrete cancer.
- Remove some areas of the external brickwork walls to allow the wire wall ties to be inspected.
- Either replace or remediate the first floor fibrous plaster ceiling.



- Remediate the dry rot.
- Remediate the hip cappings.

6 Conclusion

In conclusion our inspection of the Memorial Wall revealed that whilst in general the building is in good structural condition there are a number of apparent and possibly hidden structural issues.

We trust that the above is explanatory enough for your purposes and please do not hesitate to contact us on 9381 1239 or 0417 36 34 32 if you have any queries or require further information.

Yours faithfully,

Mark Hodkinson Pty Ltd

Mark Hodkinson

Consulting Structural Engineer

BE(Civil) Grad Dip Struct Comps MIE(Aust) CPEng NER M.ICOMOS RBP

3700/18.6.2021

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M A R K H O D K I N S O N P T Y L T D
C o n s u l t i n g S t r u c t u r a l E n g i n e e r s

APPENDIX A

PHOTOGRAPHS

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M A R K H O D K I N S O N P T Y L T D
C o n s u l t i n g S t r u c t u r a l E n g i n e e r s

Photograph 1

A view of the eastern façade of the building.



M a r k H o d k i n s o n P t y L t d A C N 0 5 2 9 5 9 9 1 2
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M A R K H O D K I N S O N P T Y L T D
C o n s u l t i n g S t r u c t u r a l E n g i n e e r s

Photograph 2

A view of the northern façade of the building.





M A R K H O D K I N S O N P T Y L T D
C o n s u l t i n g S t r u c t u r a l E n g i n e e r s

Photograph 3

A view of the western façade of the building.



M a r k H o d k i n s o n P t y L t d A C N 0 5 2 9 5 9 9 1 2
6 2 4 R a t h d o w n e S t r e e t N o r t h C a r l t o n 3 0 5 4
T e l e p h o n e + 6 1 3 9 3 8 1 1 2 3 9 F a c s i m i l e + 6 1 3 9 3 8 1 1 2 3 8
E m a i l m a i l @ m h p l . n e t . a u A B N 6 2 0 5 2 9 5 9 9 1 2

M A R K H O D K I N S O N P T Y L T D
C o n s u l t i n g S t r u c t u r a l E n g i n e e r s

Photograph 4

A view of the southern façade of the building.





M A R K H O D K I N S O N P T Y L T D
C o n s u l t i n g S t r u c t u r a l E n g i n e e r s

Photograph 5

A view of the first floor of the building.



M a r k H o d k i n s o n P t y L t d A C N 0 5 2 9 5 9 9 1 2
6 2 4 R a t h d o w n e S t r e e t N o r t h C a r l t o n 3 0 5 4
T e l e p h o n e + 6 1 3 9 3 8 1 1 2 3 9 F a c s i m i l e + 6 1 3 9 3 8 1 1 2 3 8
E m a i l m a i l @ m h p l . n e t . a u A B N 6 2 0 5 2 9 5 9 9 1 2

Photograph 6

Another view of the first floor of the building.



Photograph 7

A view of the roof structure showing a truss, underpurlins, rafters and the ceiling joists running perpendicular to the trusses.



Photograph 8

A view of the roof structure showing a truss, underpurlins, rafters and ceiling joists running parallel with the rafters.



M A R K H O D K I N S O N P T Y L T D
C o n s u l t i n g S t r u c t u r a l E n g i n e e r s

Photograph 9

A view of the roof structure at a corner hip.



Photograph 10

A view of the waling plate and ventilation shaft dislocated joint. Note that the waling plate should presumably be resting on the birdsmouth in the stud.



Photograph 11

A view of a tie rod that may have been retrofitted to stabilise the roof spread.



Photograph 12

A view of the ceiling structure showing the waling plate that supports the ceiling joists.



Photograph 13

A close up view of a waling plate and notched ceiling joist showing the splitting at the end of the joist.



M A R K H O D K I N S O N P T Y L T D
C o n s u l t i n g S t r u c t u r a l E n g i n e e r s

Photograph 14

A view of the top of the northern chimney showing the fretted mortar.



Photograph 15

Another view of the top of the northern chimney showing where the loose brick was removed.



Photograph 16

A view of the render above a western façade window showing the old patching.



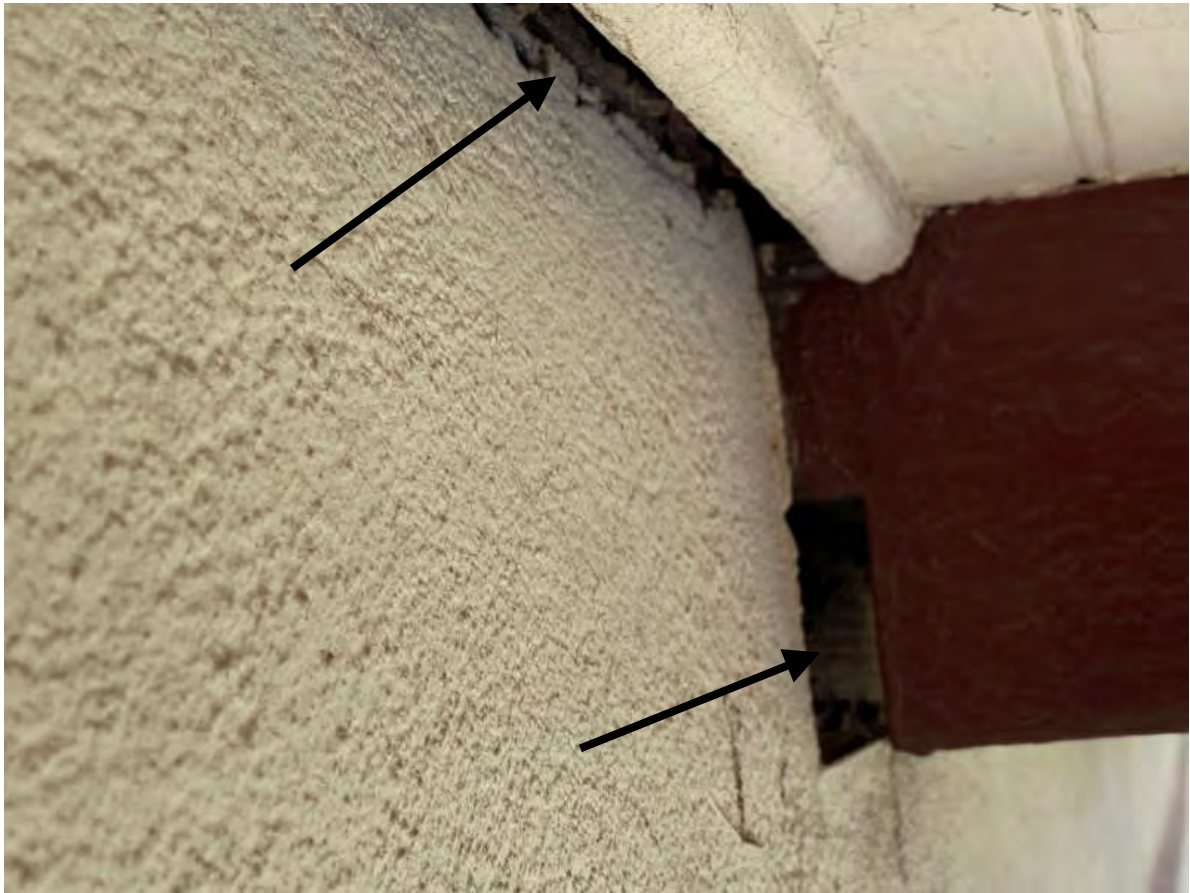
Photograph 17

A view of the movement between the western façade wall and the scotia moulding and the timber corbel.



Photograph 18

A close up view of the movement between the western façade wall and the scotia moulding and the timber corbel.



Photograph 19

Another close up view of the movement between the western façade wall and the scotia moulding and the timber corbel.



Photograph 20

A view of the outward bow in the western façade fascia.





M A R K H O D K I N S O N P T Y L T D
C o n s u l t i n g S t r u c t u r a l E n g i n e e r s

Photograph 21

A view of the first floor ceiling showing a deflected ceiling batten and damaged plaster sheet.



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6 2 4 R a t h d o w n e S t r e e t N o r t h C a r l t o n 3 0 5 4
T e l e p h o n e + 6 1 3 9 3 8 1 1 2 3 9 F a c s i m i l e + 6 1 3 9 3 8 1 1 2 3 8
E m a i l m a i l @ m h p l . n e t . a u A B N 6 2 0 5 2 9 5 9 9 1 2

Photograph 22

A view of the loose hip tile at the eastern end of the southern façade.



Photograph 23

A view of the dry rot at the eastern end of the northern façade.



Photograph 24

A view of where the loose corbel was removed at the southern end of the northern end of the eastern façade.



Photograph 25

A view of the dry rot in a first floor window sill and window frame of the eastern façade.



Photograph 26

A view of the missing tiles and loose hip tile at the eastern end of the northern façade.



