



# **New Theatre Peterborough BOIZOT LOUNGE Technical Specification**

REVISED: APRIL 2025



## Introduction:

Many thanks for taking the time to read our Technical Specification For the Boizot Lounge, New Theatre Peterborough. We look forward to receiving your show in the not-so-distant future.

Please note this is a Bar/Event space **NOT** the main auditorium.

Please take time to read through this documentation, as this will ensure a smooth visit here in Peterborough.

We feel everything is included in this specification, however if there is some information you cannot find, please feel free to contact us on any of the emails listed below, please note, due to the nature of our business, our responses may be delayed and sent at times outside of normal working hours.

To assist our technical department and to ensure we have correctly understood your requirements, we request that we receive your technical rider at least **6 weeks** prior to your performance, minimum of **4 weeks**.

Please note due to our extensive program across both venues, we are sometimes unable to achieve pre-rigs, which means they will have to be done during your contracted tenancy, please make sure this is allowed for within your rig/fit up schedule.

All pre-rigs are subject to additional charges, these are to be discussed and approved prior to your event.



## Theatre Contacts:

### General Manager

Jag Singh – [jag.singh@landmarktheatres.co.uk](mailto:jag.singh@landmarktheatres.co.uk)

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### Technical Manager

Matt Oscroft - [matt.oscroft@landmarktheatres.co.uk](mailto:matt.oscroft@landmarktheatres.co.uk)

### Deputy Technical Manager

Patch Tate – [patch.tate@landmarktheatres.co.uk](mailto:patch.tate@landmarktheatres.co.uk)

### Ticketing and Audience Insight Manager

Louise Waldron – [louise.waldron@landmarktheatres.co.uk](mailto:louise.waldron@landmarktheatres.co.uk)

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### Operations Manager

Belinda Ayres - [belinda.ayres@landmarktheatres.co.uk](mailto:belinda.ayres@landmarktheatres.co.uk)

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### Content Manager

Natalie Phillips – [natalie.phillips@landmarktheatres.co.uk](mailto:natalie.phillips@landmarktheatres.co.uk)

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## Addresses:

**New Theatre Peterborough**

**46 Broadway**

**Peterborough**

**Cambridgeshire**

**PE1 1RT**

### **Car Park (subject to availability):**

**78 Park Road**

**Peterborough**

**Cambridgeshire**

**PE1 2TN**

The venue has a public car park adjacent to the theatre, this is also the loading bay for the main auditorium, this has a total capacity of 16 spaces. Please note, as this is a public car park, spaces cannot be guaranteed. If the show in the main auditorium is using multiple trucks, the car park can be restricted to the public or Boizot Lounge users.

For unloading into the Boizot lounge we suggest loading in from the main entrance on Broadway. A passenger lift is available, should it be required for heavier objects or equipment.



## Health and Safety

### THE FOLLOWING REGULATIONS FORM AN INTEGRAL PART OF THE STANDARD NEW THEATRE / BOIZOT CONTRACT

- 1) Any electrical equipment brought into the New Theatre by, or on behalf of the Production must strictly comply with the current regulations for the Electrical Equipment of Buildings and carry a current PAT test certificate. The Production's equipment and its installation, removal and maintenance is the responsibility of the Production company and must, at all times, be under the supervision of a qualified person.
- 2) The Production shall ensure that all electrical equipment and tools brought to site, comply with all relevant statutory requirements including the "Electricity at Work Regulations 1989". Such equipment and/or tools shall be operated and used in a safe manner and the Production Manager shall make available for inspection, evidence that the equipment has been tested in accordance with **PUWER** regulations.
- 3) The Technical Manager reserves the right to instruct the Production Manager, where equipment and/or cables may be positioned within the Auditorium or other parts of the building accessible to the general public and may delay the performance until the Production has satisfied that any such equipment and/or cables may not interfere with the safety of the public or the staff of the New Theatre.
- 4) All lifting and suspension equipment brought to site by the Production must comply with all current legislation and the promoter shall make available for inspection, evidence that the equipment has been tested and examined in accordance with current LOLER legislations. \*\*

#### ***\*\*Lifting Operations and Lifting Equipment Regulations 1998 (LOLER)***

- 5) The Production Company shall have carried out and have available, risk assessments of all special effects used in the production, and of all perceived hazards associated with the unloading, manual handling, erection and reloading of all scenery and electrical equipment brought to site. Written assessments of significant risks in the workplace are required by law - ref. The Management of Health and Safety at Work Regulations 1992 (Regulation 3).
- 6) It is expected that the Tour Manager, or Deputy, will discuss with the New Theatre Staff, the fit-up of the production prior to commencement based on a prepared Method Statement, this should be done at the time of the initial CDM Briefing.
- 7) Advanced notice is required of any proposed use of flame/fire effects and pyrotechnics.
- 8) The Production agrees to fully compensate the New Theatre for: Any loss or damage to the Theatre or it's fixtures and fittings arising during the use of the Theatre by the Promotor or after the Production and including consequential loss.



## Performance Area and Dimensions

This space is a Bar/Hospitality suite space, with a small performance area. This space is flexible as the staging is modular which allows you to be flexible with the layout. The stage dimensions currently are as follows, however with notice and conversations with the Technical Department we could provide more.

The capacity for this space is 150, this maybe reduced if your stage size is increased from the standard.

The stage is constructed of 2 x 8ft by 4ft Litedeck sections, at 300mm high.

**Stage Size:** 8ft x 8ft

**Stage Height:-** 300mm

**Backdrop:** White wall (projection area) Black Drapes and support available upon request

## Audio Visual Equipment

The Boizot Lounge has a permanently rigged projector which can be hired in addition to the event space. This has HDMI connectivity either at the side of the Bar (FOH) or at the side of the stage itself. Please note this is a basic, conference style projector and has a limited projection area and brightness.

## Blackout Drapes

As the Boizot Lounge has windows, achieving blackout is impossible, however this can be helped slightly with our Pipe and Drape system. This can be used as a form of blackout or as a backdrop to the stage. 30m of Pipe and Drape are currently available.



## Sound Equipment

Due to the nature of events and productions we have in this space, our sound specification is limited. Please note this system sits outside of the contract and would incur additional charges.

### Mixing Desk

Soundcraft Spirit Folio Mixer, situated at the side of the stage. This could be moved to a front of house position with sufficient notice.

### PA System

A left, Right and Sub PA system is currently installed, 3 x SM58 microphones are stands are also available.

### Radio Microphone

A single (license free) microphone is available, this can be either a headset or Handheld Microphone.

## Lighting and Power

Unfortunately, there is no provision for Stage lighting in this area. Lighting stands can be provided as an optional extra, but this must be limited as the only power available in this area is in the form of 13amp sockets.

## Dressing Rooms

Unfortunately, this area does not have dressing room facilities, however if there is no show in the main auditorium you may wish to use these however it is quite a distance away from the performance space.



# Venue Re-Charges

All equipment listed below are subject to availability and discussion with either the technical Manager or Deputy. Additional equipment can be sourced and hired in at the expense of the Visiting Company. All prices listed below are subject to VAT.

ITEM	CHARGED RATE	COST
Radio Microphone	Per Channel /Per Day	£45.00
Projector	Per Day	£30.00
Additional Lite Deck Staging (4 x available)	Per Day	£25.00
Sound System	Per Day	£50:00
Technician	Per Hour	£25.00
Pipe and Drape System	Per Meter	£20:00
Additional Cleaning		£300.00
If it is deemed necessary, an additional cleaning charge will be added. This is for excessive waste or extensive cleaning regarding confetti or streamers.		





