



Key Theatre Peterborough Technical Specification

REVISED MAY 2025



Introduction:

Thank you for taking the time to review our Technical Specification for the Key Theatre Peterborough. We are looking forward to hosting your show in the near future.

We kindly ask that you thoroughly read through this documentation to ensure a seamless visit to Peterborough. While we have endeavoured to include all necessary details within the specification, should you require any additional information, please do not hesitate to contact us using the email addresses provided below. Please note, due to the nature of our operations, responses may occasionally be delayed and sent outside of standard working hours.

To assist our Technical Department, we request that your technical rider be submitted no later than six weeks prior to your performance, with a minimum requirement of four weeks. Kindly forward this to Patch Tate at Patch.tate@landmarktheatres.co.uk.

Please be aware that, due to our busy program across both venues, pre-rigging may not always be achievable ahead of your tenancy. In such cases, pre-rigging will need to be accommodated within your rig/fit-up schedule. Additionally, all pre-rigs are subject to extra charges, which must be discussed and approved prior to your event.

Kindly note that any equipment removed for your production, such as PA or lighting, must be reinstated after your performance. This may require additional hours to be added to the BECTU get-out process.

Finally, should shower facilities be needed post-get-out, this will also incur additional hours, which will be reflected in the final settlement.

Thank you for your understanding, and we look forward to welcoming you to the Key Theatre Peterborough.



Theatre Contacts:

| Name | Position | Email Address |
|-------------------------|--|--|
| David Griffen- Stephens | Head of Programming and Production | David.griffen-stephens@landmarktheatres.co.uk |
| Jag Singh | Head of Customer and Commercial | Jag.singh@landmarktheatres.co.uk |
| Mark Farley | Head of Estates, Environmental, IT and Procurement | mark.farley@landmarktheatres.co.uk |
| Natalie Phillips | Head of Content and Business Development | natalie.phillips@landmarktheatres.co.uk |
| Matt Oscroft | Technical Manager | matt.oscroft@landmarktheatres.co.uk |
| Patch Tate | Deputy Technical Manager | patch.tate@landmarktheatres.co.uk |
| Louise Waldron | Ticketing and Insights Manager | louise.waldron@landmarktheatres.co.uk |
| Belinda Ayres | Operations Manager | belinda.ayres@landmarktheatres.co.uk |
| Lindsey Evans | Group Marketing Manager | lindsey.evans@landmarktheatres.co.uk |



Addresses:

Key Theatre Peterborough

Embankment Road

Peterborough

Cambridgeshire

PE1 1EF

The Theatre has a public car park adjacent to the building. For production and entry to the Loading bay you will need to pass through a locked gate, to gain access, when you arrive proceed to the box office and let them know you are here, and they will call the Duty Technician to unlock the gates.

Once at the loading bay, and unloaded, you are welcome to leave your vehicle on the loading bay. Performer cars may be parked on the grass adjacent to the dock door however this is restricted to 5 cars, any additional cars will need to park in the public car park opposite.

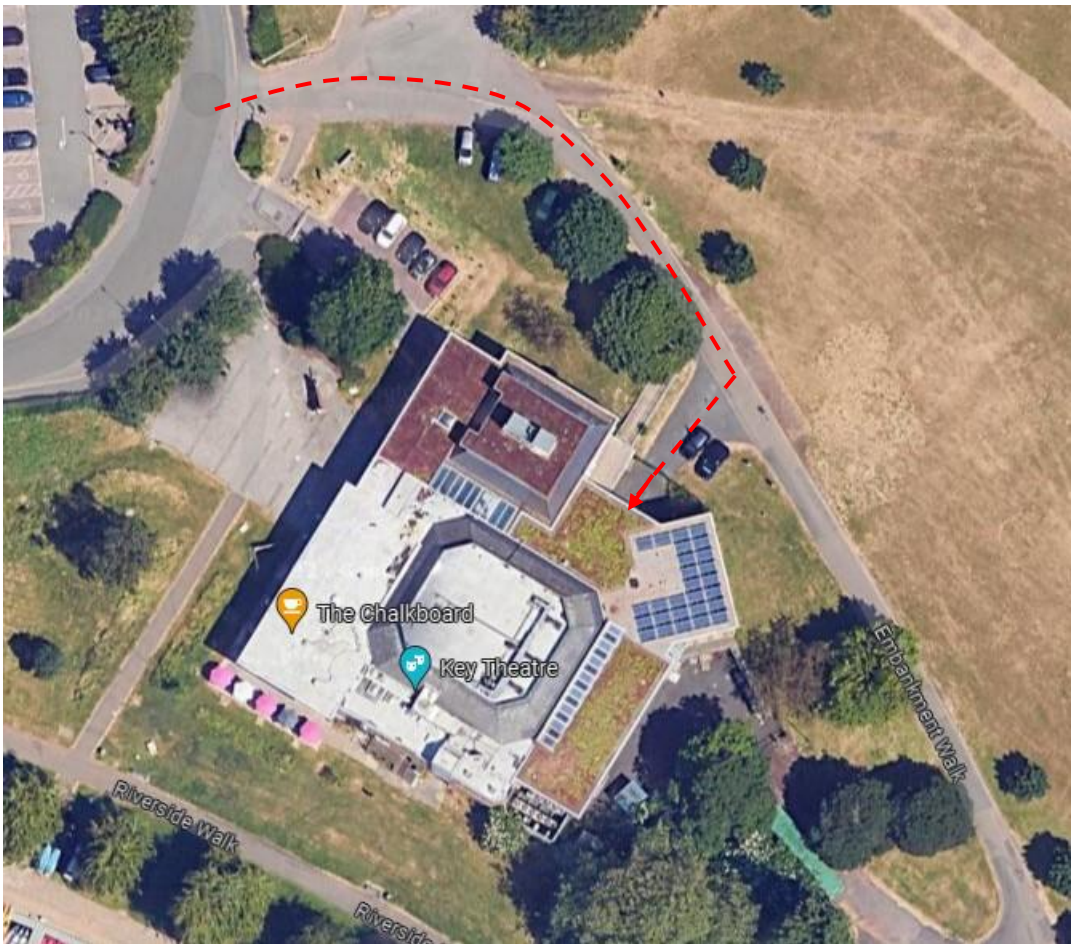
Please note this dock is also used for our Studio Theatre, therefore you may need to move your vehicles if access is required, your duty technician will advise if this is necessary.

Please take care when driving on the Embankment as this is also a pedestrian footpath.



Parking Information Continued:

What3Words Location: fuzzy.deny.evenly



----- Access to the loading bay



Health and Safety

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

- 1) Any electrical equipment brought into the Key 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 Key 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 Key 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 Key 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.

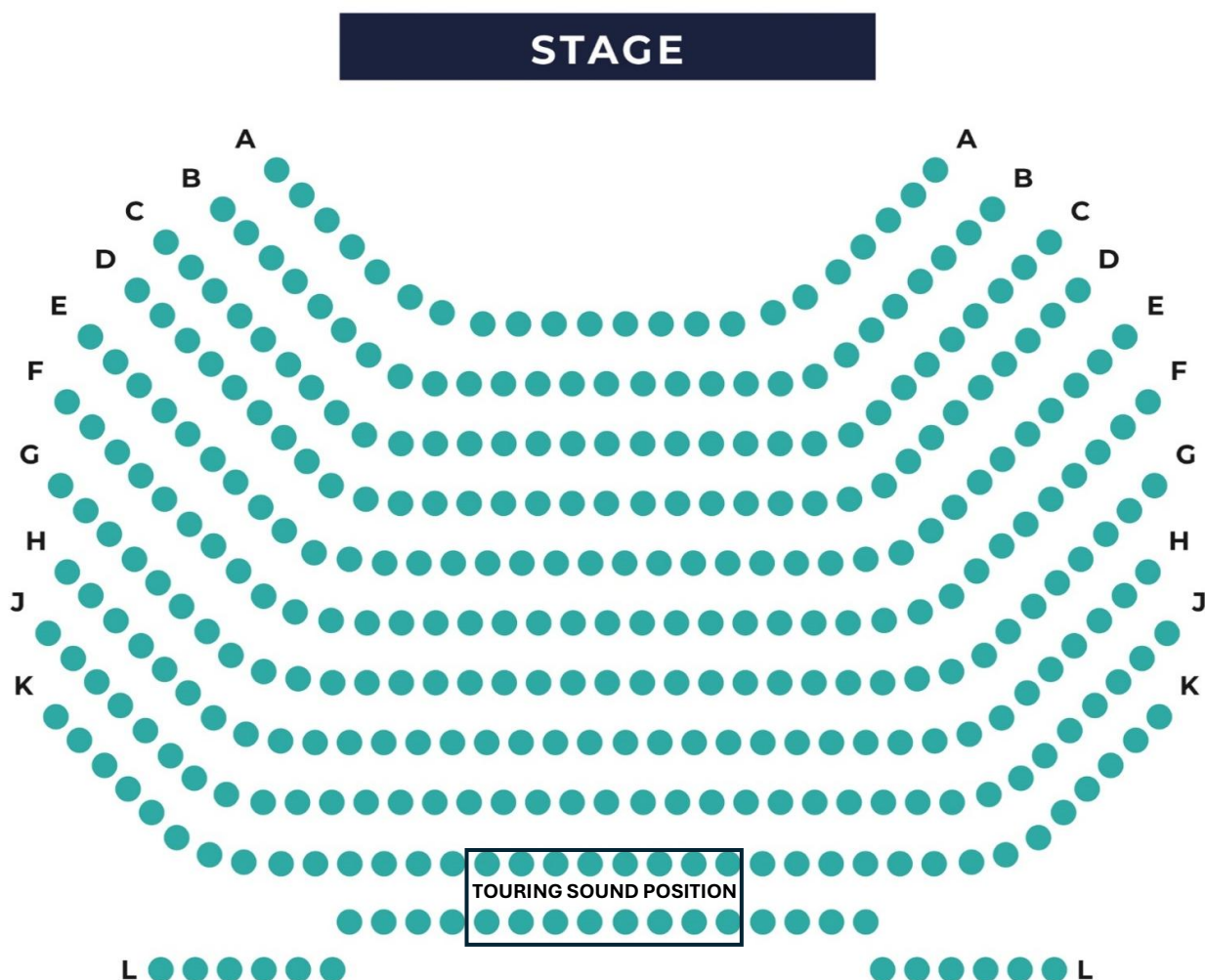
Theatre Seating Capacity:

Full Capacity: 360 Seats (Including flexible access requirements)

Sound Desk: reduces capacity to 344 (16 seats)

Full Pit: reduces capacity to 338 (22 seats)

Any change in capacity should be discussed at the booking stage of your visit to us.



Stage Information & Dimensions

The Stage is a thrust stage with easy access to the auditorium, there is no physical proscenium arch, and the lighting grid is exposed overhead. Black hard masking are used to define the downstage front sides of the stage.

House tabs are permanently rigged downstage and are electronically operated from the stage left wing, prompt corner

***** PLEASE NOTE WE DO NOT HAVE A SAFETY CURTAIN *****

Rake: NO RAKE

Height of the Proscenium – 5900mm

Width of the Proscenium - 11,000mm

Thrust Depth- 2400mm

Depth of Stage (including thrust) - 10,600mm

Loading door - W 2814mm x H 2747mm

Overall width (wing to Wing) - 20,700mm

Stage height from auditorium floor - 500mm

Rigging :

Please note, we are a none flying house, our rigging is in the form of 10 x Power Drive bars, operated by a Power drill. 5 of these bars contain the permanently rigged lighting rig.

4 x Fixed Curtain tracks are permanently rigged on the back wall, these contain the following:

- 1 x Starcloth
- 1 x Black Gauze
- 1 x White Gauze
- 1 x Spare

PLEASE NOTE THESE ARE NOT SUITABLE FOR LIVE FLYING DUE TO SPEED AND NOISE

Stage Equipment:

1x Medium Tallescope
1x 14 Rung Zarges
2x 8 Rung A-Frames

Drapes:

Red house tabs are located on the setting line (2.4m from front edge of stage) and are operated from Prompt Corner Stage Left or from the control box.

A selection of wing masking is available for use including hard black flats (Maximum 12 flats) or soft legs on an 'up down' Triple e track each side of stage.

Black mid stage tabs are available 5m from the back wall and are operated manually from stage left.

The venue also has a selection of braces, stage weights, conduit, scaffold tube. We also have an additional rigging stock, including SWR, span sets, and bow shackles.

Orchestra Pit :

A removable orchestra pit is located in the front row of the auditorium please advise at the time of booking if you require the use of this as time and staff will have to allocated for its installation and removal. Please note this will incur additional charges for the removal and reinstatement after your performance and reduce your occupancy by 22.

Stage Management:

Our prompt desk is located DSL and contains the following:

- Colour Video feed
- Infra-Red Video Feed
- Audio Monitor
- Cue Light Control
- Paging Microphone
- Stopwatch
- Comms feed

Up to 10 cue lights are available upon request.



Control Room:

The control room has a glass window, that can be either open or closed and house both Lx and Sound Desks. (Lighting Desk and sound desk are normally separated by a non-moveable cinema projector)

By prior arrangement (subject to recharges) it also houses 2x follow spots.

The sound mix position is in the center of the rear stalls. Maximum size for control is 2500mm. Please note that the sound control is located over seating and will need to be arranged prior to your arrival to allow us to block out seating on the plan.

Wardrobe:

Our Laundry area is situated on the same level as the stage. This area comprises of two washing machines and one tumble dryer.

On the first floor we do have a wardrobe / maintenance area that can be used by prior agreement.

Dressing Rooms:

| | Room | Capacity | Total | |
|--------------|-----------------|----------|-------|--|
| Ground Floor | Dressing Room 1 | 7 | | Fridge & Kettle |
| | Dressing Room 2 | 7 | | |
| | Dressing Room 3 | 7 | | |
| | Dressing Room 4 | 7 | | Fridge & Kettle |
| | | | 28 | |
| First Floor | Dressing Room 5 | 7 | | |
| | Dressing Room 6 | 7 | | |
| | Dressing Room 7 | 7 | | |
| | Dressing Room 8 | 7 | | |
| | | | 28 | Fridge, Kettle and Microwave in Kitchenet shared between dressing rooms. |



Production Power:

Stage Left Power Supplies

2x 16-amp single phase
2x 32-amp single phase
2x 63-amp single phase

Stage Right Power Supplies

1x 32 Amp Three phase
3x 63 Amp Single phase
1x 63 Amp Three phase

Control Room:

2x 16-amp single phase
2x 32-amp single phase
2x 63-amp single phase

Lighting Equipment

Lighting Control :

ETC Gio Console with 2x20 fader wing

Three universes of DMX control the in-house lighting and house lights. Universes 1 and 2 are controlled via 5 pin DMX cable and universe 3 is controlled via Artnet.

IP address: 169.254.194.185 Net Mask: 255.0.0.0

- Universe 1 – House Lights, LED Fresnel's, star cloth, Dimmers, Non-Dims
- Universe 2 – LED Pars
- Universe 3 – Moving Lights (Recharged)/Additional Fixtures

Dimming :

288 x 10A ETC Sensor+ dimming racks hard wired to circuits.

32 x 15A non-dim outlets

Lantern Stock (Most permanently Rigged)

- 26 x ETC Source 4 15-30° Zoom
- 12 x ETC Source 4 25-50° Zoom
- 6 x ETC Source 4 Junior 25-50° Zoom
- 12 x ETC Source four par with medium lens
- 36 x Selecon Rama Warm White LED Fresnel
- 30 x COLORado 2-Quad Zooms (17 Channel TR16 Mode)
- 5 x Ovation CYC 1 FC (16 Channel Mode) (Permanently Rigged and non-movable)
- 5 x Ovation CYC 1 FC (16 Channel Mode)
- 1 x RGB Star cloth (Fixed Position)

Follow Spots

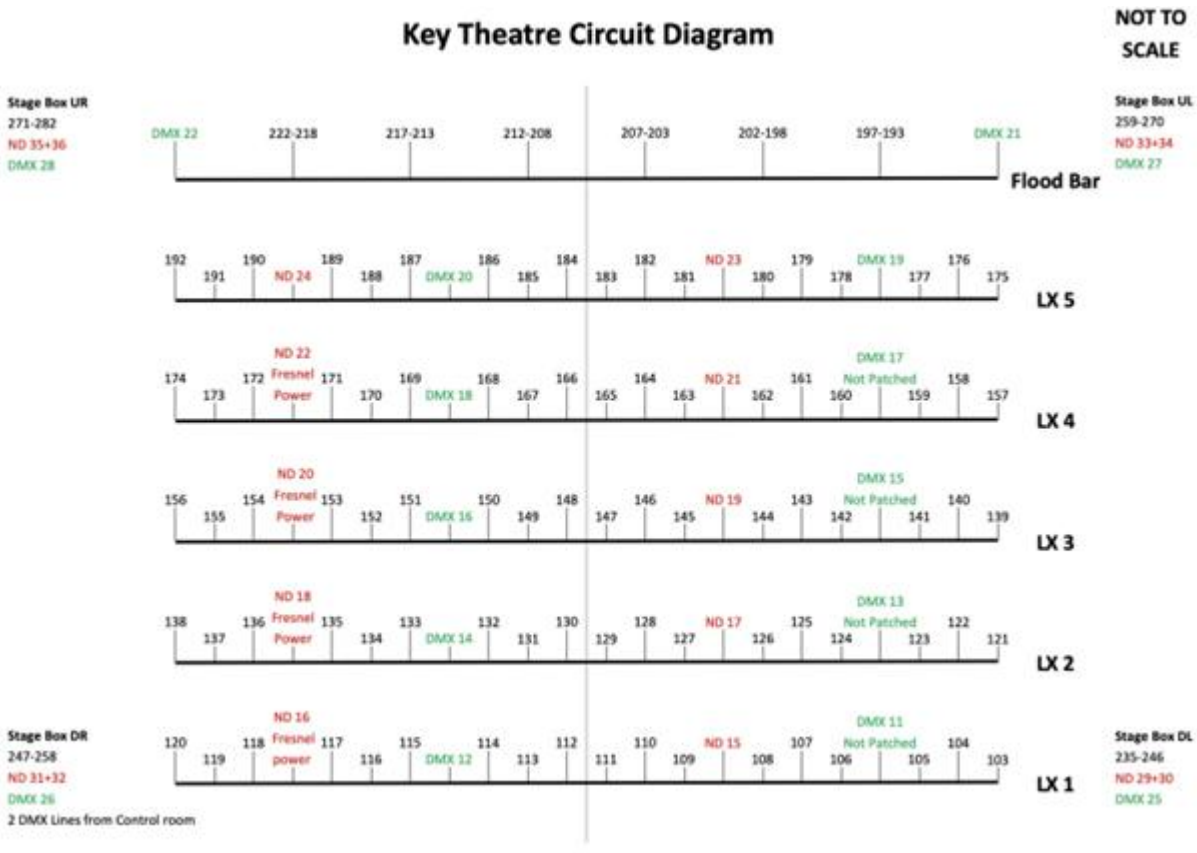
2x Robert Juliat Marius 8.5/16 degree 1200W discharge with 6-way colour changer

*******Subject to additional charges and increased labour *******



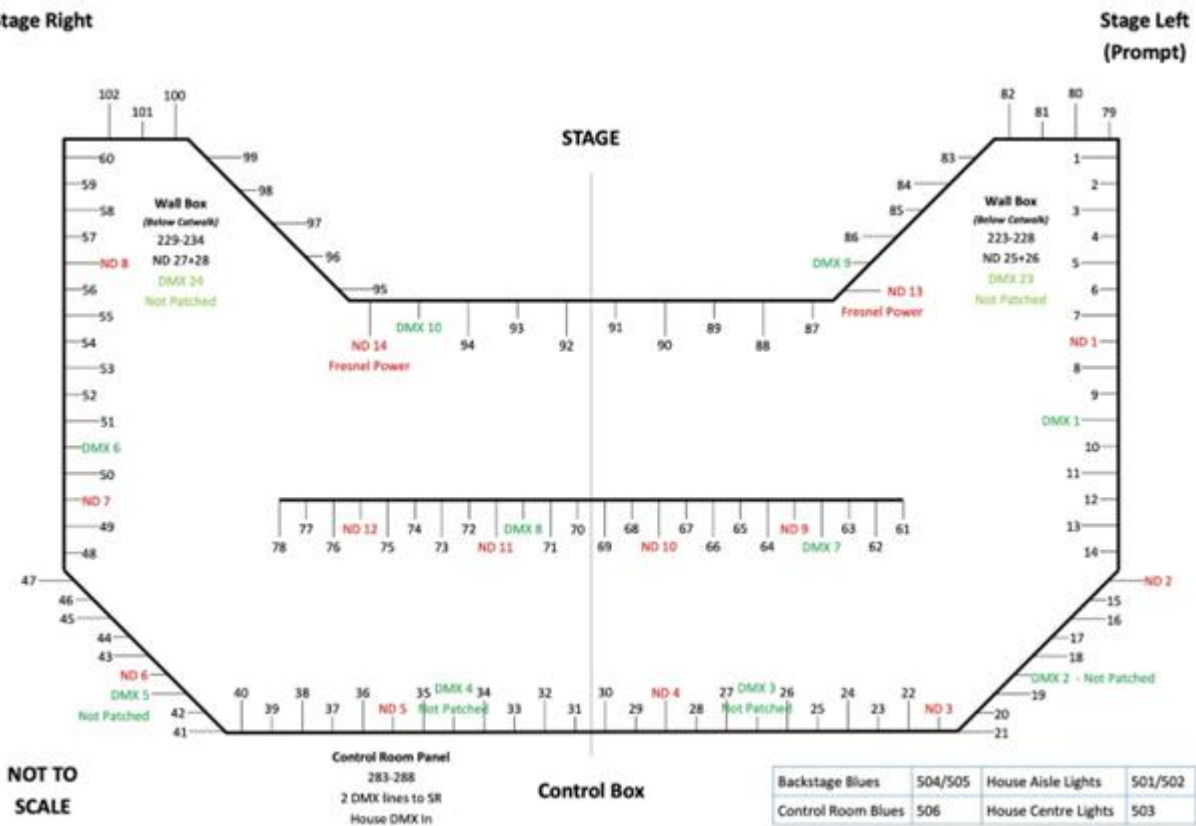
Circuit Diagram Layout:

Onstage:



Circuit Diagram Layout:

Front of House:



Sound Equipment:

PLEASE NOTE OUR EQUIPMENT STOCK IS LIMITED AND WE ARE NOT ABLE TO PROVIDE SOUND SERVICES FOR BANDS, THIS ALSO INCLUDES ENGINEERS.

Mixing Desk

The Venue has a Digico SD9 with 2 x SD racks

- 1 x Fixed permanently DSL and
- 1 x SD rack which can be positioned where required.

Analogue tie lines are available across the stage and in the control room.

House Sound Rig

Left-Centre-Right setup.

2 x EM Acoustics EMS-81X (centre fills from catwalk)

2 x EM Acoustics MSE-159

2 x JBL PRX800 Subs

2 x HK Premium Pro 15X Monitor (Passive)

Microphones

12 x Sennheiser Radio Microphones available by request, and subject to additional charges

Grand Piano

A Steinway Grand Piano is available to hire by prior arrangement. The theatre can also arrange for tuning for the piano.

Video / Projection

A Sony 4K cinema projector located in the box is also available at a recharge.
(Due to the fan noise, the control box window needs to be closed when this is in use)



Special Effects:

Recharges apply- Please see Re-charge sheet

- Chauvet 4D Hurricane Hazer
- Martin Glaciator Low Fogger
- Look Solutions Viper Fog Machine
- 4 x Chauvet Geyser p7
- 4 x Sparkular Cold spark Machines
- 3 x Confetti Spinners
- 2 x Confetti Cannons

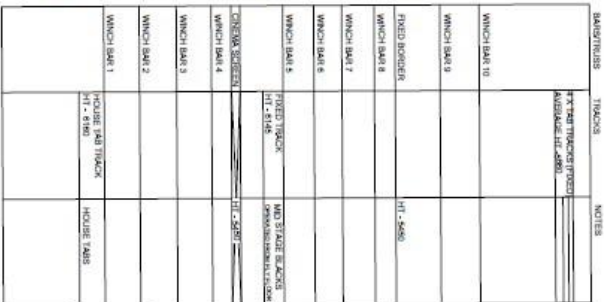
Please contact the Technical Manager to confirm your show requirements. As not all equipment listed may be available on your visit. Additional charges may apply to some items listed.

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 |
|--|-----------------------------|---------|
| Sennheiser Radio Microphones | Per Channel /Per Day | £45.00 |
| Haze Machine | Per Day | £25.00 |
| | Per Week | £100.00 |
| Smoke Machine (including Fluid) | Per Day | £25.00 |
| | Per Week | £100.00 |
| Jem Glaciator Heavy Fog Machine | Per Day | £40.00 |
| | Per Week | £160.00 |
| Lite Deck Staging | Per Day | £25.00 |
| Orchestra Pit | | £250.00 |
| Qlab – Mac and License | Per Day | £50.00 |
| Projector and Screen and Playback (inc Qlab) | Per Day | £900.00 |
| Cinema Projector | Per Day | £100.00 |
| Follow Spot Operator | Per Hour | £25.00 |
| Technician | Per Hour | £25.00 |
| Follow Spot Hire (Excluding Operator) | Per Day | £35.00 |
| Dedicated Sound Engineer (subject to availability) | Per Day | £350.00 |
| Lighting Design | Per Day | £300.00 |
| (subject to availability) | | |
| Get Out Staff (BECTU) | Per Hour Minimum 2 hours | £51.84 |
| 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. | | |

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| | | | |
|-----------------------|-----------|--|--|
| WINCH BAR 10 | | | |
| WINCH BAR 9 | | | |
| WINCH BAR 8 | | | |
| WINCH BAR 7 | | | |
| WINCH BAR 6 | | | |
| WINCH BAR 5 | | | |
| FREE BROOKER | BAR | | |
| FREE TRACK | BAR | | |
| WINCH BAR 4 | | | |
| WINCH BAR 3 | | | |
| WINCH BAR 2 | | | |
| WINCH BAR 1 | | | |
| HOUSE TWO TRACK & BAR | HOUSE TWO | | |

NOTES

SHADED AREA SHOWS AN AREA WITH SERVICES. CHECK ON SITE FOR CLEARANCE

THE BUILDING DOES VARY IN HEIGHT THROUGHOUT

HEIGHTS ON SITE

MAKING HEIGHTS VARY? CHECK ALL CRITICAL HEIGHTS ON SITE

ALL HEIGHTS TAKEN RELATIVE FROM A POSITION DOWN STAGE CENTRE. NB, THE STAGE LEVEL DOES VARY ESPECIALLY



KEY THEATRE, PETERBOROUGH
1:100 WHEN PLOTTED ON A4

