



Liverpool Everyman

MAINHOUSE TECHNICAL SPECIFICATIONS AND EQUIPMENT LISTS

Liverpool and Merseyside Theatres Trust Ltd (LMTT) does not guarantee that all or any of these facilities or equipment will be available or suitable for the purposes of the visiting company. A visiting company should, in all cases, check with LMTT Technical Management to ensure the information contained herein is up to date and correct. At times some equipment detailed in this document may be temporarily unavailable. *This document in association with the theatre ground plan and section drawings provides the Pre-Construction Information for the site required by the CDM15 Regulations. To download plans [click here](#).*

Liverpool Everyman 5-11 Hope Street Liverpool L1 9BH	Everyman Stage Door Arrad Street Liverpool L7 7JE <u>Please use Hope Street address for deliveries.</u>	Stage Door 0151 708 0338
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Technical Contacts

Please email all enquiries to technicalHOD@everymanplayhouse.com

Technical Director - Jeff Salmon	Senior Production Manager – Sean Pritchard
Head of AV – Jennifer Tallon Cahill	Head Of Stage – Geoff Dennard
Head of Lighting – Kay Haynes	Head Of Wardrobe- Jacqui Davies
Company Manager- Sarah Lewis	

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ADVANCE INFORMATION FROM INCOMING PRODUCTIONS

LMTT requires the following information in advance from any visiting production:

- Technical specifications, including plans for any set or other construction
- Details of the materials for any set or other constructions
- Method statements for construction activities
- Risk assessments for any special effects in the show (or your risk management procedures)
- Detailed production or technical schedules, with staffing levels required from us
- Lighting plan
- Line schedule or hanging plot



WORKING PRACTICES AND SAFETY ONSTAGE

Duties required under Construction (Design and Management) Regulations 2015 (CDM15)

CDM15 came into force on 6 April 2015 and removed the previous exemption for the entertainment sector. CDM15 aims to ensure health and safety issues are appropriately considered during the development of construction projects and the aim of the Regulations is to reduce the risk of harm to those who have to build, use, maintain, and take down structures. Under CDM15 LMTT acts as a CDM Contractor to the visiting company and must ensure visiting companies are aware of the CDM Regulations:

Reg 15 (1): A contractor must not carry out construction work in relation to a project unless satisfied that the client is aware of the duties owed by the client under these Regulations.

The full HSE guidance document for the CDM15 regulations can be found at:

<http://www.hse.gov.uk/pubns/priced/l153.pdf>

We may not be the construction industry, but we do undertake acts of construction as defined within CDM15 within the wider activity of staging a production. Activities such as the assembly and dismantling of sets and scenery onstage, rigging and truss activity, the installation of lighting, AV and sound rigs and all similar work including the focus are covered within the scope of CDM15. Visiting companies must ensure they comply with all aspects of CDM15 and we will make every effort to assist the visiting company in fulfilling their duties.

Site Rules during get-ins and fit ups

Whilst construction activities are taking place on any LMTT premises the following site safety rules must be adhered to by all personnel working on site including freelance or visiting company staff and external contractors:

- Suitable protective safety footwear must be worn at all times
- High visibility jackets must be worn at all times
- Hard hats must be worn when there is a risk of objects falling from height
- Correct PPE for any activities such as safety goggles, gloves and ear protection must be used
- All near misses, incidents and accidents must be reported
- Safe systems of work must be adhered to
- No unauthorised persons are allowed in the auditorium or workshop areas, access is restricted to personnel engaged in construction activities
- All employees must receive a full building safety induction
- Only trained operatives are allowed to erect alter or dismantle scaffolding or mobile towers or operate mobile elevated work platforms (Genie GR20)
- Smoking, E-cigarettes and or/vaping is not permitted in the theatre buildings

Onstage Safety Briefing and Set Induction

LMTT will provide a full building safety briefing to visiting company staff prior to the start of the load-in. Any show containing elements of construction must also include a preliminary briefing at the start of the load-in by the visiting company for all venue and touring staff. This practice is in accordance with CDM15 and should be scheduled in advance. Furthermore, any set which poses difficulties for backstage access and safe movement in show conditions will require a set induction or briefing session for the show crew prior to the first technical rehearsal.



Site Welfare arrangements

Toilets, dressing rooms, and showers are available to venue and show staff and performers. We have facilities for food preparation and storage with microwaves and fridges in the theatre Green Room and there is a café and restaurant in the FOH areas. Security for personal possessions is available in the staff changing rooms in the sub-stage and in the Visiting Company Stage Management Office on the ground floor.

Working time

Please note that in accordance with Working Time Regulations 1998 an 11 hour break between working shifts must be scheduled for all members of staff. Furthermore, suitable breaks within shifts must be scheduled to ensure welfare of all staff and all schedules must be agreed in advance. Calls which contravene these rules, and subsequent costs, should be discussed and agreed prior to arrival. See Appendix A for the standard working day schedule.

Noise at work

Please note that in accordance with the Noise at Work Regulations 1989, the Control of Noise at Work Regulations 2005, and for the benefit and care of all staff and members of the public, LMTT reserves the right to monitor and if necessary limit the sound levels for any given performance.

Working at Height

Please note that in accordance with the Working at Height Regulations 2005 a risk assessment for working at height for each production is required which should identify any particular hazard areas such as traps or changes of levels in stage floors and the control measures to safely perform tasks.

The Genie GR20 and AWP20 may only be operated by holders of a current IPAF certificate in the relevant category. Please provide full details of IPAF certification prior to arrival and visiting company staff must carry their IPAF photo card at all times when operating equipment.

Loading/unloading

All visiting companies must comply with the BECTU/TMA Code of Conduct pertaining to get ins/get outs. The Code can be downloaded [from the BECTU site by clicking here.](#)

The visiting company will have ensured the truck is safely packed, with no dangerously balanced items at risk of falling and injuring any member of any crew and must appoint a Loading/Unloading Supervisor who will be identified at the Onstage Briefing.

A plan of the truck, showing the distribution of items within the truck will be provided in advance. The visiting company will have ensured that boxes, skips and flight cases are safely packed to avoid any unbalanced loads. Weight should be indicated on each item.

Any near misses or accidents must be reported to LMTT staff in addition to following the [Reporting Procedures](#) sheet detailed in Section C of the Code.

LMTT will provide lighting should there not be suitable internal lighting on the truck.

Smoking Policy

Smoking is not allowed in our buildings at any time. By prior arrangement, during a performance where it forms an essential part of the action, smoking may be allowed – this must be backed up with the relevant H&S documentation.



Auditorium information

Maximum capacity (Standard thrust configuration)	407
Stalls capacity	271
Circle capacity	136
Maximum capacity (Mini thrust configuration)	472
Stalls capacity	336
Circle capacity	136

There can be wheelchair positions in the stalls. Please contact Rebbecca Conneely, Head of Communications and Sales (r.conneely@everymanplayhouse.com) for more info on seating issues.

Delivery and Access

Trailer access to the Everyman is via the Arrad St address above and any other deliveries should be directed to Stage Door.

Loading and unloading is done at trailer height into the dock which has direct access to the stage via a 3500mm x 6400mm door.

Wardrobe Facilities

The Everyman has an un-manned laundry room situated on the third floor. This consists of a hot box, a washing machine, a spin dryer and a tumble dryer (all professional laundry equipment), along with hand washing facilities. There is also a dedicated wardrobe maintenance room on the fifth floor complete with various sewing machines, over lockers, ironing facilities, a spray booth, ozone cleaning cabinet, washing and drying machines, cutting tables, a fitting room, portable and fixed costume rails, and a stage management small prop making station. Use of the facilities in this room can be arranged via our Head of Wardrobe.

Dressing Rooms

The Everyman has 5 dressing rooms - 4 situated on the 3rd floor and one accessible on the 1st floor, details listed below. All come complete with clothes rails, chairs, illuminated mirrors, wash basins and shower. Each floor has toilet facilities and drink water dispenser. There is an accessible shower and toilet on both stage level and the 3rd floor. All dressing rooms have coded door locks which will be issued by stage door to the company/tour manager upon arrival. There is a lockable cupboard for each place in each dressing room, keys can be issued by the theatres company manger on request.

1964 – Accessible (5 seats)	Stage level
1974 (7 seats)	3 rd Floor
1984 (3 seats)	3 rd Floor
1994 (4 seats)	3 rd Floor
2004 (4 seats)	3 rd Floor



Stage Information (Standard Thrust Configuration)

Theatre plans and a structural loading diagram can be downloaded from the theatre website or [click here](#).

Stage depth	10.50m
Wing to wing upstage	17.00m
Thrust width	9.25m
Fly Tower Grid height	13.50m
Maximum US Flying Height	12.70m
Standard flying width	11.50m
Extended flying width	13.20m
Dock door to workshop US	3.50m x 6.4

The stage floor consists of a modular staging units which can be reconfigured for the various theatre seating layouts. Please contact LMTT Technical Management for full details of the stage configurations and trap locations. The stage must be left in standard thrust configuration and any costs for reinstatement of staging will be recharged to the visiting company.

Structural Loadings

The stage floor staging units have a loading capacity of 7.5kN/m² with a point load of 4.5kN measured over a 300mm sided square.

There are 9 traveling beams in the thrust grid with a SWL of 1000kg and the Thrust Grid and Fly Tower grid mesh flooring have a loading capacity of 10.0kN/m².

Flying System

Automation System

10 fly bars 500kg UDL per bar operated by Stage Technologies BigTow winches

8 x 250kg SWL Stage Technologies Tiptow point hoists

4 x 1000kg SWL Stage Technologies CH:i vari-speed chain hoists

The above equipment is controlled by a Stage Technologies e-chameleon automated system via a Nomad control desk or Solo Wireless control. The automation desk is operated from the Technical Bridge level.

Chain Hoists

8 x 1000kg SWL Loadguard chain hoists

2 x 250kg SWL Loadguard chain hoists

2 x Guardian 4 way controllers plus associated cabling

Rigging

2 x Hemp linesets for manual flying

Comprehensive stock of rigging tackle available, please contact the Head of Stage for specific details.



Power

- 125A 3ph supply in fly tower
- ~~125A 3ph supply in thrust grid~~ currently out of order
- 125A 3ph supply in S/L wing
- 32A single phase in S/R wing
- 125A 3ph supply in substage with 4 x 32A 3ph distro
- Dedicated power in both thrust grid and fly grid for point hoists
- Dedicated power in thrust grid for vari-speed chain hoists
- 32A 3ph at stage level (from workshop) for Guardian controllers for Loadguards

Masking/soft goods

Number	Item	Width (m)	Height (m)
1	White Cyc	11.5	6.25
3	Full Black	11.5	6.25
1	White Gauze	11.5	6.25
1	Black Gauze	11.5	6.25
2	Black Truss Border	12.5	0.61
3	Black Border	12.5	2
6	Black Leg	2.3	8

Other

Total Fabrications 30x30 OV truss made up of 2 lengths at 4m; 6 lengths at 3m; 8 lengths at 2m; 2 lengths at 1m; 6 x universal corner blocks; 6 x base plates; eggs, pins and clips to suit.

Access Equipment

- Genie GR20 mobile elevated work platform
- Genie AWP20 push along work platform
- 12 rung Zarges Skymaster x1
- 8 rung Zarges Skymaster x4
- 12 tread A-frame stepladder x2
- 10 tread A-frame stepladder x2
- 5 tread A-frame stepladder x2



Lighting Equipment

Profiles

ETC S4 750w 19° fixed profile	10
ETC S4 750w 26° fixed profile	20
ETC S4 750w 36° fixed profile	20
ETC S4 750w 15-30° Zoom profile	12
ETC S4 750w 25-50° Zoom profile	12
ETC S4 mini 50w 36°	12

There is a selection of 'A' (x12) and 'B' (x30) size gobo holders available for S4 profiles

Fresnel's

All Fresnel's come complete with barn doors

ETC S4 750 9-52° Fresnel	12
Selecon Acclaim 650w 6-60° Fresnel	6
RJ 310 1.2k 6-46° Fresnel	44
RJ 329 2k 7-49° Fresnel	12
RJ 350 5k 10-54° Fresnel	2

Other

James Thomas Par 64 CP61	20
James Thomas Par 64 CP62	20

Automation & LED (Please check for availability)

Mac Viper Wash DX	6
Mac Viper Performance	5
Mac TW1 80v (with standard lens)	3

ETC S4 LED Lustr+ profile 19° or 50° EDLT	12
ETC S4 LED Lustr+ with Cyc attachment	10
ETC Seledor Lustr 42 battens (Selection of H20, H40 and H80 Lens)	8

Accessories

Scrollers

Rainbow 8" Pro2	24
Rainbow 12" Pro2	2
8" back plates for S4 fixed profiles	12

ETC S4 Lens Tubes

14°	12
50°	16
70°	6
90°	6



Top Hat for S4 fixed profiles	12
Top Hat for S4 zoom profiles	12
Top Hat for Par 64	8
Half Hat for S4 fixed profiles	8
Half Hat for S4 zoom profiles	8
S4 Irises	10
Tank Trap	10

Control

1 ETC GIO

DMX distribution to all areas via 5 10-way DMX splitters (1 in, 10 out units with loop through)

Ethernet distribution to all areas via 3 24-way Cat5 TPOE unmanaged switch

House lights are dimmed via an ETC Unison Paradigm dimmer system that can be controlled by the lighting desk or manually via 5 pre-set control positions

Dimming and Power Distribution

ETC Sensor CE+ dimming system with outlets to all areas (some duplicated sockets).

268 3kW dimmers

16 5kW dimmers

96 3kW Non dim circuits

4 5kw Non dim circuits

All 5kW outlets (Dim and Relay) are 32amp CEEform. 3kW outlets are 16amp CEEform or 6-way Socapex outlets.

Effects (Please check availability)

2 x Phillips Showline SL Nitro 310 360w LED Strobe

1 x Martin AF-Mk2 DMX fan

1 x Le Maitre MVS DMX haze machine

1 x Jem ZR44 Smoke machine

1 x Le Maitre mini mist

Note: Consumables will be charged at cost.

Colour/Gobo

The Everyman has a very limited stock of colour and gobo's please contact the Head of Lighting for further information.

Electrical Equipment

In accordance with the Electricity at Work Regulations, all mains powered equipment brought into the Playhouse must be electrically safe. Evidence may be asked for that relevant safety tests have been carried out. A member of LMTT technical staff may refuse the use of any equipment if they consider it to be unsafe, or in the absence of appropriate certification.



Sound Equipment

The sound control position is located in the control room – a stalls mixing position can be arranged by prior agreement only, as removal of 9 seats is required to accommodate the SD10 or 3 seats to the auditorium left for the SD11.

Mixers (Please check for availability)

- 1 DiGiCo SD10 software version 634 c/w WAVES expansion card
- 2 DiGiCo SD11i software version 685
- 1 DiGiCo D rack

Stageboxes

- 4 12 way multipin

Outboard Equipment (Please check for availability)

- 1 WAVES SoundGrid Server and “Essential” plug-ins bundle.
- 4 Drawmer DL241 compressor
- 2 Drawmer DS404 quad gate
- 1 Lexicon MPX550 digital reverb
- 2 Yamaha SPX2000 Multi FX
- 2 Yamaha SPX990 FX units
- 1 XTA G600 graphic equaliser

Main System

Amps

- 3x D6, 1x D12 installed in amp room plus x2 flight case each containing 1x D12 and 4x D6

Speakers

- D&B T10 12 (7 currently rigged as circle fill)
- D&B T-Sub 2
- D&B B4 4 (2 currently under L&R seating)
- D&B E18 2 (usually L&R on the overheard walkway)
- D&B Q7 4
- D&B C7 2 (currently rigged as L&R)
- D&B E5 14 (currently rigged as surrounds)
- D&B E4 14
- D&B E12 6 (4 currently rigged overhead main fill, mono)

The Everyman has the d&b R60 Rope CANBUS interface for remote control of d&b equipment.

Other Equipment (Please check for availability)

- K&M speaker stands 2
- RCF ART 312-A Mk III 6 (4 currently used for FOH events)
- RCF SUB 705 2
- Roland M200i 1 (16 Channel with 16GB ipad3) (currently in recording studio)
- IMac 1 (in recording studio)
- Genelec 8040 2 (in recording studio)



Playback (Please check for availability)

Rack 1 Fightcase with 2 Mac Pros using Qlab 3 Pro Bundle,
 Video switcher
 48 way I/O USB MADI
 USB extender
 Remote playback trigger
 APC Smart-ups 750VA LCD RM 2U 230V - 15mins backup power
 Monitor

Rack 2 Flightcase with 2 Macmini using Qlab 3 Pro Bundle
 48 way I/O USB MADI
 Audio, video and control switch over button
 USB Extender
 Remote playback trigger
 APC Smart-ups 750VA LCD RM 2U 230V - 15mins back up power
 Monitor

Mics (Please check for availability)

Shure 58 Beta	8
Shure SM57	4
AKG 414XLS	2
AKG C391b	2
Audio Technica ATM350	2
AKG C747 V11	4

DI

BSS AR133	8
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Radio Mics (Please check for availability)

Shure Beta 58A with UR2 Handheld	6
Shure UR 1M body pack transmitter	12
DPA 4061 microphone Black	6
DPA 4061 microphone Beige	8
Shure UR5 wireless receiver	2
Shure UR 4D+ Dual wireless receiver	24

Ch 21

Equipment Used – Shure G1E 470-530 MHz

470.525 MHz
 472.675 MHz
 473.550 MHz
 474.250 MHz
 474.625 MHz
 476.950 MHz
 477.550 MHz
 475.375 MHz
 471.350 MHz



Ch 24

Equipment Used – Shure G1E 470-530 MHz

- 494.300 MHz
- 499.300 MHz
- 500.675 MHz
- 501.200 MHz
- 496.375 MHz

Ch 27

Equipment Used – Shure G1E 470-530 MHz

- 518.250 MHz
- 518.825 MHz
- 519.175 MHz
- 521.150 MHz
- 522.475 MHz
- 523.300 MHz

Mic stands

K&M Boom	10
K&M heavy duty	2
K&M low level	2
K&M table top with heavy base	2
K&M round base stand	2
K&M high quality	4

Sound Power

32A single up stage right

32A single in control room

There is ample dedicated AV 13A power around the building.

AV Equipment (Please check for availability)

Panasonic PTDZ870EK 8500ANSI WUXGA projector with standard lens	2
Panasonic ET DLE080 lens	2
Panasonic ET-DLE030 Ultra Short throw lens (0.38:1)	1
Roland V40HD video switcher	1
Acer 24" LED Monitor HDMI/DVI compatible	1
Unicol PSU	2
Unicol TM05 tube mount	2
Unicol 1000C Column- 1m	2
Unicol 20C 20cm Column	2



Other Projection Equipment at Playhouse & Ev1 (please check for availability)

Panasonic PT-D6000ES XGA with standard lens	2
Panasonic PT-DX610EKJ DLP with standard lens	1
Rear & front projection screens for one frame 366x274cm	1

Communications

The stage management prompt desk can be situated in the circle control booth and in most positions around the auditorium depending on the seating set up for the show. It contains 24 cue lights and 2 stage video monitors.

Comms are Clearcom; 9 wired packs and 9 Freespeak wireless packs. Various headsets.

Appendix A- Standard Working Day

We work hours and breaks in accordance with the prevailing UKT/BECTU agreement with single time hours between 0800 and 0000, double time hours between 0000 and 0800 and overnight infringement payments are made if there is not an 11 hour break between the end and start of working days and missed meal payments made if meal breaks are infringed. The following is the default schedule that will be followed with regards to meal breaks and session times allowing for 11hour overnight breaks. We are happy to deviate from this where necessary to accommodate working requirements, please ensure you inform the Technical HOD's if you wish to work significantly different hours to the following.

0900	Start of morning session and Safety Briefing/Inductions as required
1100	Morning tea break (15 minutes)
1245	Housekeeping and Tidy Up for 1 session day
1300	Lunch break (1 hour)
1400	Start of afternoon session
1545	Afternoon tea break (15 minutes)
1745	Housekeeping and Tidy Up for 2 session day
1800	Supper break (1 hour) or end of call for 2 session day
1900	Start of evening session
2145	Housekeeping and Tidy Up for 3 session day
2200	End of call for 3 session day

