



**Technical & Health & Safety  
Guidance for Stage  
Performances & Productions**

## **Introduction**

We wish you a safe, successful and enjoyable visit to Wakefield Council Venues

Wakefield Council has responsibility under the Health and Safety At Work Act 1974 and other legislation for the well being of its staff, the public, and visitors to its venues. It also has to meet the requirements of the local Licensing Authority. For these reasons Wakefield Council has issued the following technical rider for those wishing to use stages and auditoriums within Wakefield Council Venues. These rules form part of the contract between the Venue and the Visiting Company. It is the Visiting Company's responsibility to inform all relevant members of its organisation/society, including any sub-contractors and helpers, of these rules. If there are any queries please contact the venue as soon as possible for clarification well before the production period. This technical rider is based upon a number of models which have been found to work, modified in light of good practise as set in the "Model National Conditions For Places of Entertainment and Associated Guidance".

## **Definitions**

In these rules the following words have the indicated meaning:

The Venue is the organisation engaging the Visiting Company or letting the Visiting Company use the venues. The venue is Wakefield Council Venues.

The Visiting Company is the organisation, group, society or individual intending to use the venue for the Production.

The Licensing Authority is the authority having jurisdiction, this may be the Local Council, the Fire Authority, the Health and Safety Executive (HSE), the Police, etc.

The Production Period starts at the beginning of the get in and ends at the finish of the get out

## **RAMS**

For all technical, stage and performance productions, each visiting company will be asked for copies of their RAMS. This must include a standard method statement, standard risk assessment, first aid risk assessment, policy of intent, public liability insurance and PAT certificates. Failure to supply these to the venue 14 days prior to the event could result in the venue cancelling the event.

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## General Regulations

### 1. Production File

It is strongly recommended that the visiting Company create a Production File that carries full details of the production. This will help the venue and the Licensing Authority to satisfy themselves that all the arrangements for the production are in order and safe. The file should contain as appropriate:

- **All licences** required for the production (as distinct for the building) i.e. authorisation to present the named works
- **Detailed method statements** for the production's construction and operation including flying plot and ground plan
- **Certificates of flame-retardancy**
- **Electrical Safety, including Portable Appliance Testing (PAT), certificates**
- **COSHH assessments** of substances used in the production
- **Temporary Structure Inspection Certificates**
- **Insurance Certificates**, for the Visiting Company's equipment, scenery, costumes and Public Liability Insurance
- **Details of any special effects** i.e. smoke/haze machines, pyrotechnics
- **P.P.E – Personal Protection Equipment**
- **Details of any special power requirements**
- **Production Risk Assessment**

2. **A Technical Meeting** – must be arranged between the Visiting Company and the Venue. The Visiting Company must contact the Venue at least 6 weeks prior to the date of Production to schedule a meeting, unless already contacted by the Venue. The production risk assessment must be completed by the date of the technical meeting.

The Technical Meeting with The Venue forms part of the process of ensuring that all parties concerned understand what is intended and how it can be achieved safely and economically. As far as reasonably practicable all technical issues should be resolved before the production period. Provision can be made for most production requirements but only following discussion and mutually agreed timetabling. All certification and testing of all equipment should be complete before the Production Period. The Venue is not responsible if lack of attention to these requirements causes delays or cancellation of production or equipment.

This six week meeting is for the purpose of the venue to authorise the production as being safe to hold within the capabilities of the venue. This timeframe is a requirement of the venue under the Council's Terms and Conditions Policy but meetings can be arranged in advance of the six weeks to gain additional advice and support in the planning stage of the production. Earlier meetings are advisable in certain circumstances such as changes to production, equipment, technology, contractors from former years, if this is the first time using the venue, if you are unsure about the Terms and Conditions of your booking contract.

**Please note:** The venue is acting on behalf of the Council. All activity must be risk assessed and signed by the venue for approval before a production can take place. Risk assessments are part of the production planning process and should be completed at the earliest possible stage to avoid complications and possible compromise near to the event. Management reserve the right to refuse a performance if risks to the building or the health, safety and welfare of people are likely to be compromised in anyway. The venue will work closely with the production team to prevent this from happening but it is the responsibility of the group or society to provide assurance on all safety aspects associated with the performance.

3. **Risk Assessment** - All of the regulations about Health and Safety emphasise the importance of making 'risk assessments'.

Making a 'risk assessment' has no fixed rules but the accepted advice is to adopt the procedure as follows:

- Identify the hazards within set activities (Activity)
- Assess the risks posed by the hazards (Risk)
- Decide - and act on - the 'control measures' to manage the risks (Action)
- Implement the control measures and monitor their effectiveness (Assign Responsibility)

Another strategy is to have a person with the overall responsibility for Health and Safety. Appointing such a person is one way to avoid things being overlooked. It should be stressed however, that good Health and Safety practice is the responsibility of everyone.

### 3.1 Identifying risks in stage performance activities

From Health and Safety literature with stage performances in mind, certain high level risks with potentially serious consequences were identified. These include:

- Fire
- Accident or injury requiring first aid
- Stage electrics
- The handling and storage of bulky and heavy properties and equipment; including scenery and sets
- Moving pianos
- The safety of stages and rostra and the operation of retractable seating
- Safe working using access equipment such as ladders and scaffold towers
- Use of special effects
- Audience safety
- Stage weight load

#### Other risk areas and issues identified include:

- The availability of medical information about participants
- Activities that involve visits and trips away from base
- Floor conditions including trip hazards
- Safety in connection with demanding physical activities
- Hygiene (e.g. multiple use of costumes, make-up and activities involving bare feet)

- 4. P.P.E - Personal Protection Equipment** – The use of specific Personal Protective Equipment must be discussed at the Technical Meeting. The use of steel capped boots, hard hats, protective gloves and suitable clothing should be considered for each activity involved with the event, especially during Get In, Fit Up and the Get Out. The use of Personal Protective Equipment must be worn when appropriate by all relevant parties.
- 5. Permitted Use of The Venue and Other Users** - The Visiting Company has the exclusive use of the stage, dressing rooms, and the auditorium but only for the purpose and duration of agreed rehearsals and performances. The Venue reserves the right to hire the Venues Auditorium to other parties, at times which have not been booked by the Visiting Company.
- 6. Access / Unauthorised persons** – No unauthorised persons (including friends, parents and relatives) or animals are allowed backstage at any time. Authorisation may be gained only from the venue. Authorised personnel are allowed access only on the dates and during the hours mentioned in the Contract or as subsequently agreed with The Venue.
- 7. Signing in / Out Procedures** – The Visiting Company must keep up to date records as to who is in the venue at any time. A simple Sign In / Out sheet will suffice. In the event of an evacuation, this record must be available to present to Rescue Personnel.
- 8. Evacuation Procedures** – Housekeeping and evacuation documentation is available on request. Evacuation notices are on permanent display in various parts of the venue including Dressing Rooms. Everyone must be made aware of this.
- 9. Fire Drill** – The Venue's Halls Officer undertake regular Fire Drills. These usually involve our own staff, who will take the lead should there be an evacuation. It is imperative that you and your Company follow instructions from Wakefield Council staff. You can also request specific evacuation training, by calling the team. Please make sure requests are at least seven days prior to your first performance.
- 10. Front of House Stewards** - The venue shall provide adequate Front of House Stewards to comply with local fire regulations and evacuation demands. Visiting Companies are welcome to provide their own Stewards and arrangements are to be discussed and agreed by both parties at the Technical Meeting. All stewards will be briefed by venue staff of the evacuation procedure before every performance.
- 11. Evacuation of People with Disabilities** – A Personal Emergency Egress Plan (PEEP) should be completed for any member of your Company who requires special assistance in case of an emergency evacuation. Please ensure to inform the venue if any PEEPs are required.

**For the safety and well being of visitors it has been determined under the Health and Safety and fire regulations the maximum wheelchair users that be accommodated in each of our venues. These are as follows:**

Castleford Civic Centre - **Maximum 3 wheelchair** users can be accommodated at any one performance  
Pontefract Town Hal – **Maximum 2 wheelchair** users can be accommodated at any one performance  
Ossett Town Hall – **Maximum 4 wheelchair** users can be accommodation at any one performance

It is the visiting company's responsibility to ensure that the venue has been informed in advance of any wheelchair users attending their production. If this is unknown, the venue reserves the right to limit the capacity to the above numbers.

Please contact the Venue for further details.

## **12. Stage Capacity**

For the safety of all performers, it is essential that the visiting company does not exceed the stage capacity levels. These are as follows

Castleford Civic Centre - **154** people at any one time  
Pontefract Town Hall – **200** people at any one time  
Ossett Town Hall – **96** people at any one time

**13. Child Protection Procedures** – All performances or rehearsals with children on stage or in the auditorium must have an adequate provision of licensed chaperones to keep order at all times, take charge of the children in an emergency and ensure their welfare at all times. Children under 16 must be supervised at all times. There must be at least 1 Chaperone with every 10 children. A Child Protection policy confirming the arrangements for safeguarding and protection of Children must be submitted to the venue for approval prior to the performance. All stage risk assessments for children's performances must take account of the additional risk factors where children are present.

**14. Incident Reporting** – Any accident, dangerous occurrence, near miss or untoward incident, however it occurred, must be reported to The Venue and logged in the accident book. Any incident of any kind involving children must also be reported to The Venue. These forms are kept in the Halls Officers Office's. Verbal or physical abuse of (or by) The Venue's staff will not be tolerated. Halls Officers are First Aid trained but it is the visiting companies' responsibility to ensure adequate first aid cover is arranged for their event.

**15. No Smoking** – Smoking in the venue is against the law and will not be permitted. Some theatrical productions call for a character to smoke. In such instances, advance written requests must be made to The Venue Manager at least 14 days before the relevant performance, to enable a risk assessment to be completed and appropriate safety measures to be agreed.

**16. Alcohol and Drugs** – No one will be allowed backstage under the influence of alcohol, drugs, and all non-prescribed narcotics. These substances are not allowed to be brought on to the premises.

**17. Food and Drink** – No eating and drinking is allowed on stage except as part of agreed rehearsals and performances.

## **Technical Staff for Performances and Rehearsals**

**18. Technical Staff – Performance and Rehearsal Provision** – The Venue can provide at an additional charge a technical staff member for each performance on either a half day or full day basis. Additional staff such as sound operators, flymen, follows spot operators and crew to assist with loading in and out can be supplied and will be charged to the Visiting Company.

**19. A Rehearsal** means any period when the venue is used to rehearse, get in, fit up, tech, dress or any other non performance used in connection with the Production. This includes any time working on the Production including preparing and setting up equipment.

**20. Minimum Staffing Levels** – The Venue reserves the right to set minimum staffing levels both for the rehearsal and Performance.

**21. The Get-Out** – will start immediately after the final performance once the auditorium is clear, or sooner if practicable. The Venue does not provide staff for the Get-Out as part of the contract.

**22. Visiting Companies Use of Venue's Equipment** – The Visiting Company may bring its own technical staff. However, The Venue reserves the right not to allow the Visiting Company's technical staff to use the premises equipment or facilities if the Venue deems them not competent to do so. Certification of competencies will be asked for.

**23. Staff Control and Protection** – All staff provided by the Venue remain under the control of The Venue

### **Scenery**

**24. Scenery** – All scenery, decorations, borders, drapery, gauzes, cloths, curtain and similar decorative hangings must be made of material which is not readily flammable, or of material which has been rendered and is maintained flame-retarded to the satisfaction of The Venue and the Licensing Authority.

**25. Stage Bar Loads** - The loading on stage bars is not to be exceeded at any stage throughout the performance. These are as follows

- Castleford Civic Centre – Maximum load is 120kg on stage bars and 70kg on front of house bars
- Ossett Town Hall – Maximum load is 100kg on stage bars and 80kg on front of house bars
- Pontefract Town Hall – Maximum load is 100kg on stage bars and 50kg on front of house bars.

**26. Storage of Scenery** – Scenery belonging to the Visiting Company may only be stored in the Venue with prior approval of The Venue. The Venue accepts no responsibility for any equipment left on site.

**27. Acceptable Non-combustible Materials** – The Venues Auditoriums are classed as Open Stages. In order for your set to comply with Licensing conditions your scenery can be made of the following acceptable materials, subject to any requirements of Licensing Authority:

- Non-combustible material;
- Inherently flame-retarded fabric
- Fabrics rendered and maintained flame-retarded to the Licensing Authority's satisfaction by non-durable process.
- Timber, hardboard or plywood treated by a process of impregnation which meets class 1 when tested in accordance with BS 476-7;
- Medium-density fibreboard (MDF), plywood or chipboard not less than 18mm in thickness
- Plastics material subject to special consideration by the Licensing Authority; any other materials approved by the Licensing Authority.

**28. Plastics and Polystyrene** – The use of plastics or expanded polystyrene must be avoided whenever possible. Decorative items such as statues made of expanded polystyrene must be enclosed by a non-combustible skin of, for example, plastered scrim, Aertex or Rosco Foam coat, and care taken that this skin remains undamaged.

**29. Plywood** – Plywood and similar boards must be branded with a recognised stamp to certify the standard of flame retardancy achieved. Where the stamp is not visible, certificates must be retained in the Production File. Certificates of the flame retardancy of other materials must be retained in the production file.

**30. Testing** – The Venue reserves the right to check and test where deemed necessary all scenery for compliance with the appropriate fire standard. The Venue will remove, or render flame-retarded scenery at the Visiting Company's expense, any items not conforming to the appropriate standard and failure to comply may result in the performance being cancelled.

**31. Large Sets** – Where very large quantities of scenery are proposed the Visiting Company should consult The Venue in case there are concerns about overcrowding the stage or an excessive increase in fire load. Whilst detailed calculations are unlikely to be required, the acceptable volume of flammable scenery depends upon consideration of a number of factors including structure of the premises; fire spread control provisions, fire-fighting arrangements and specific risks presented by the performance; all of which will determine the Licensing Authority's requirements in any particular case.

- 32. Stability** – All scenery must be stable and not likely to collapse once erected other than as an intended effect. The Venue may refuse to allow the erection of any scenery that is considered unsafe unless a certificate issued by an appropriately qualified person, for example a member of the Institute of Structural Engineers, is approved.
- 33. Fixings** – Fastening fittings such as hinges or sheet material to the stage floor by using screws or nails is not permitted. No other fixing may be made to other parts of the building without the prior consent of the venue. Any redecoration of the stage must be approved by The Venue who will normally require the previous decoration to be restored to its satisfaction at the end of the production.
- 34. Overcrowding** – The stage must not be overcrowded with scenery or other items. All escape routes must be maintained, clear and unobstructed at all times.
- 35. Weight** – Individual items of scenery or other equipment exceeding 15kg must have their weight marked on them if they are to be manually handled by the Venue staff. Where decoration of double-sided pieces makes this impractical a note should be available in the Production File. Ideally the weight of each separate item should be marked on it. The Visiting Company must provide The Venue with the exact (or estimated if so agreed at the technical meeting) assembled weight of any pieces to be suspended or flown together with the distribution of the load. Likewise the Visiting Company must provide The Venue (if requested) with the assembled weights, including point loads of any trucks or wheeled pieces.
- 36. Suspending Scenery** – Scenery must only be suspended from approved anchor points of the flying system. Any lifting of equipment, including drift wires and other lifting accessories brought in by the Visiting Company must be accompanied by documentation of inspection as required by Lifting Operations and Lifting Equipment Regulations (LOLER). This should form part of the production file. The Venue must approve all rigging and lifting operations before work commences. Any work permits will be inspected by the Venue staff.

## Floors

- 37. Floors** – Sheet materials such as hardboard or plywood laid in direct contact with a structural floor need not be treated flame-retarded. Any carpets and other textile floor coverings and under-lays when tested appropriately in accordance with BS 4790 must either not ignite or have the effect of ignition limited to a radius of 35mm on both upper and under surfaces. Appropriate certificates must be retained in the Production File.
- 38. Temporary Flooring** – Where temporary floor surfaces such as sand, soil, turf, wood, chippings or straw are to be used, certificates of treatment against fire, biohazard, toxicity as relevant, together with any special operating procedures must be retained in the Production File. Dusty materials such as Vermiculite must not be used as floor coverings.

## Props

- 39. Certification** – Similar considerations of reducing the risk of fire apply to the use of properties and furnishings as to the use of scenery. As a general rule hand held properties and antique furnishings will be approved without flame retardancy treatment. However The Venue and the Licensing Authority will generally apply the same standards as apply to scenery to large properties, large quantities of furnishings and to items especially constructed for the presentation. Appropriate certificates must be retained in the production file.
- 40. Flame Retardancy** – Items such as tablecloths, curtains and bedclothes must be flame retardant. Appropriate certificates must be retained in the production file.
- 41. Risk Assessments** – The Venue may require sight of the risk assessment for props and effects devices and, if deemed necessary, to see them in use under performance conditions before they are used in performance. The use of any substances (liquid or solid) or props with the potential to permanently mark or damage in house surfaces or to create substantial dust must be approved by The Venue and, if deemed necessary, be tested under performance conditions.

## Costumes

- 42. Flame Retardancy** – Where real flame is in use it may be necessary for flimsy costumes to be fireproofed in which case some form of documentation must be retained in the production file.

- 43. Dressing Rooms** – Only designated dressing rooms or quick-change areas may be used for costume changes. Backstage toilets, corridors and stairwells must not be used; this is to ensure that all passageways are kept clear in case of an emergency.
- 44. Quick Changes** – Quick Change arrangements must not affect the means of escape or access to fire fighting equipment.

### **Electrical Equipment**

- 45. Additional Equipment** – If additional lighting or sound equipment is required, the Visiting Company must arrange for it to be provided and fitted at its own cost.
- 46. PAT – Portable Appliance Testing Certification** – Any additional electrical equipment including luminaries and sound equipment, must carry an indication of a valid PAT certificate. The PAT certificate, if not on the equipment, should be retained in the production file. The Venue reserves the right to remove from the building any electrical appliance deemed to be unsafe.
- 47. Temporary Wiring** – All temporary electrical wiring must be approved by the Venue.
- 48. Suspension Points** – Luminaries may only be rigged to approved suspension points. All luminaries must be proved with secondary suspensions (safety bonds)
- 49. Blackouts** – If essential to the production, the low level management lighting in the auditorium area may, with consent of The Venue, be reduced or extinguished subject to the Licensing Authorities requirements but the escape route (Exit) signs must remain illuminated at all times.

### **Access Equipment**

- 50. Authorised Use** – The Venues access equipment, including ladders and any powered access equipment may only be used with the consent of The Venue and must be used in accordance with HSE regulations and guidance. Visiting Company personnel may only use equipment if The Venue is satisfied of their competence.
- 51. Certification** – The Venue will require evidence of thorough examination and other appropriate certification before permitting the use of access equipment supplied for or on behalf of the Visiting Company. Any proposal to bring in powered access equipment must be approved by The Venue.

### **Special Effects**

**Please note:** Special effects can be used at venues. As standard anything that is high risk to the Health, Safety, and welfare of people or could cause damage to the fabric of the building, for example, the use of pyrotechnics, will **ONLY** be permitted after a risk assessment has been approved.

The Venue will work closely with the production team to support the risk assessment process but it is the responsibility of the group or society to provide assurance on all safety aspects associated with the performance. Please see further guidance below:

- 52. Testing** – All stage effects for a production should be set up and thoroughly tested as far as reasonably practicable before the fit up at The Venue. This testing should replicate performance levels and conditions as far as possible. The Licensing Authority may require the proposed effect(s) to be demonstrated in performance conditions before consent can be given and may refuse consent or make specific requirements. As much notice of any proposed effects should be given to The Venue as possible but in any case no less than 14 days prior to your Production.
- 53. Failure To Test** – Failure to provide sufficient information will result in late or non acceptance of the effect even though such non-approval may have a serious artistic implication. After an effect has been demonstrated and approved it must not be altered.
- 54. Responsible Person** – Only a responsible person who has appropriate training may operate special effects. Certification will be inspected by venue staff.



- 55. Warning Notices** – Where warning notices are required they must be conspicuously displayed at all public entrances to the premises (or auditorium, where appropriate) so that the public may read them before entering. Where practicable similar notices should also be printed in any programme.
- 56. Loud Music / High Power Audience Lighting** – Any proposal to use excessive loud music or high-power audience lights must be discussed with The Venue in advance who may require all programmes and pre-performance advertising literature to carry an appropriate warning. Failure to obtain approval from The Venue may result in modification of the desired effect.
- 57. Smoke Machines and Fog Generators** – Prior notification is required before a smoke effect is planned. Smoke/haze machines and fog generators must be sited and controlled so that they do not obstruct exit routes nor cause a hazard to surrounding curtains or fabrics. The volume of smoke and/or fog must be limited so that it does not seriously affect means of escape or obscure escape route signs. The penetration of smoke and/or fog into public areas must be restricted as far as is possible. Ventilation plants must be running while the smoke and/or fog effects are in use. Warning notices must be displayed stating that fog or smoke is used as part of the effect. **Not all Wakefield Council Venues permit Smoke Machines and Fog generators due to sensitive fire alarm systems.** The use of smoke machines and fog generators **MUST** be agreed in writing with the venue before use and discussed at booking stage. The use of smoke machines and fog generators will **ONLY** be permitted after a risk assessment has been approved.
- 58. Dry Ice machines and cryogenic fogs** – These will require specific risk assessment. This applies particularly to carbon dioxide from dry ice, which is heavier than air and can gather in low places. Particular care is necessary in respect of orchestra pit and auditorium stalls. **Not all Wakefield Council Venues permit Dry Ice machines and cryogenic fogs due to sensitive fire alarm systems.** The use of dry ice machines and cryogenic fogs **MUST** be agreed in writing with the venue before use and discussed at booking stage. The use of dry ice machines and cryogenic fogs will **ONLY** be permitted after a risk assessment has been approved.
- 59. Pyrotechnics** – Pyrotechnics supplied specifically for stage use must be used. All pyrotechnics must be used strictly in accordance with manufacturer's instructions. A technician must be present on stage whenever pyrotechnics are used. Additional fire fighting equipment may be required. Pyrotechnics must be confined to the stage area and not taken into public areas. Pyrotechnics must be fired from an approved key-protected control/firing box. The key must be kept in the possession of the operator responsible for firing the devices. The operator must have clear view of the pyrotechnic device and its immediate vicinity from the firing point. The device must not be operated if there is any risk to anyone. In the event of misfire the circuit must be switched off until after the performance. All pyrotechnics arrangements **MUST** be agreed in writing with the venue before use and discussed at booking stage. The use of pyrotechnics will **ONLY** be permitted after a risk assessment has been approved.
- 60. Maroons** – Maroons must only be used in suitable bomb tanks in safe locations. Warning notices must be displayed stating that maroons operate as part of the effects on the premises. Only sufficient pyrotechnic supplies for one performance may be withdrawn from store. At the end of the performance any unused pyrotechnics must be returned to an approved store.
- 61. Real Flame** – Whenever possible an electrical or mechanical effect should be substituted for the use of a real flame. Real-flame must be kept clear of costumes, curtains and drapes. Real flame must not be taken into public areas. The lighting and extinguishing of the flame must be supervised by a technician, who must remain in clear view of the flame and easy access to it until it is extinguished. Additional fire-fighting equipment may be necessary. Any candleholders and candelabra must be robustly constructed, not easily overturned and where practicable fixed in position. Hand-held flaming torches must incorporate fail-safe devices so that if a torch is dropped the flame is automatically extinguished. Fail-safe devices must be tested prior to each performance. Only solid fuel or paraffin may be used. The amount of fuel in torches must be limited to the minimum necessary for the effect.
- 62. Weapons** – If the production involves the use of weapons including firearms of any type, toy or replica, the Visiting Company must nominate an armourer, who will be responsible for the safe storage and maintenance of all weapons. Weapons must be stored when not in use in a location approved by the Venue. The Venue may require seeing the weapons in use under performance conditions and reserves the right to refuse use if it deems them or the action unsafe.
- 63. Firearms** – Guns used on stage should either be replicas or deactivated firearms; both types may be capable of firing blanks. The same security arrangements must be applied to replica guns and deactivated firearms as apply

to licensed weapons. Blank ammunition and firearms must be stored in a robust locked container in a room, which must be kept locked when not in use in a part of the premises to which the public do not have access. The storage arrangements must not contain any article or substance that could act as a missile. Blank ammunition must have crimped ends. Firearms may only be removed from the store (together with the amount of ammunition necessary for the performance) immediately prior to the performance and must be returned to the store as soon as possible after use. Any unused ammunition must be returned to the store. All discharged cartridges and percussion caps must also be accounted for at the end of the performance. There must be sufficient rehearsal to ensure that any flame and hot gases are discharged safely. Firing mechanisms and barrels must be cleaned and checked before use. No firearm may be pointed directly at any person or at any readily combustible material. Warning notices must be displayed stating that gunfire occurs as part of the effects on the premises.

**64. Storage of Special Effects, Weapons and Firearms** – Special Effects, Weapons and Firearms may only be kept in The Venues approved store. This includes pyrotechnics, maroons and blank ammunition. The storage receptacle must be kept locked shut at all times except when withdrawing material from store. The key must be kept under the direct control of the person responsible for the safe storage.

**65. Special Effect Quantities** – Quantities must be limited to the practicable minimum necessary for the requirements of the presentations.

**66. Motor Vehicles** – Will require specific risk assessment before being considered by the Venues.

**67. Stroboscopic Lighting Effects** – Photo-sensitive people are particularly sensitive to light. Tests have shown that gazing at stroboscopic lighting induces attacks in photosensitive individuals. For this reason stroboscopic lighting effects must operate at the lower frequencies which have shown to be likely to affect only 5% of the flicker sensitive population. The Licensing Authority may require approval of the type of stroboscopic lighting effects proposed. Stroboscopes must not be sited on escape routes, corridors or stairs or other changes of level. Where stroboscopic effects are used in public areas, the sources must be synchronised and locked off to operate at a fixed frequency outside the band of 4 to 50 flashes per second. Warning notices must be displayed stating that stroboscopic lighting operates as part of the effect.

**68. Lasers** – Will require specific risk assessment before being considered by The Venue.